

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes
January 9, 2025

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday, January 9, 2025, at 6:15 pm at the Ida Rupp Public Library. The following Trustees were present: Kevin Kast, Kevin Francis, Lynne Kroeger, Laura de Roziere and Margy VanLerberghe. Also present were Lindsay Faust, Director, and Tim McKenna, Fiscal Officer.

The meeting was called to order at 6:15 pm by Margy VanLerberghe followed by a reading of the Library’s Mission Statement.

Public Comments – There were no public comments

Approval of Minutes

Lynne Kroeger moved to approve the minutes of the December 12, 2024, meeting with three corrections, seconded by Laura de Roziere. Motion carried by voice vote.

Staff Recognition

Karen Wilhelm, fourteen years. Martha Love, five years. Rachel Petrilli, one year.

Review and Discussion of the December 2024 Financial Report

The Financial Report for December 2024 was presented and reviewed by Tim McKenna. The review included the Bank Reconciliation statement, revenues and expenditures for the month and year end.

Revenue: \$ 90,717.20
Expenditure: \$135,518.82

SALARIES	\$ 61,111.55
FRINGE BENEFITS	\$ 13,898.61
SUPPLIES	\$ 1,187.64
PURCHASED AND CONTRACTED	\$ 13,482.66
LIBRARY MATERIALS	\$ 13,627.41
CAPITAL OUTLAY	\$ 30,850.84
OTHER	\$ 1,360.11
TOTAL	\$135,518.82

Donations to the Library

There were \$794.01 in donations received in December 2024 and a total of \$46,933.12 for the year.

- 10-Dec-24 Kroger Co. Donation \$109.01
- 10-Dec-24 Julene Market Memory of Peg Bauman \$100.00
- 10-Dec-24 Tom & LuAnn Gabel Memory of Peg Bauman \$100.00
- 10-Dec-24 Sarah Riedmaier Memory of Peg Bauman \$100.00
- 10-Dec-24 Dennis & Patricia Peters Memory of Peg Bauman \$25.00
- 12-Dec-24 Kay Young Programming \$250.00
- 16-Dec-24 Richard & Norma Winke Memory of Peg Bauman \$25.00
- 16-Dec-24 Donna Drusbsacky Memory of Peg Bauman \$10.00
- 20-Dec-24 PC HS Athletics Memory of Peg Bauman \$25.00
- 20-Dec-24 Susan Dress Memory of Deanna Warren \$50.00

December Total \$794.01

YTD Total \$46,933.12

Directors Report – Lindsay Faust

- The circulation desk issue was discussed, and a meeting was held with the subcontractor to determine the best course of action. Telamon is working on finding the best solution. Phase 2 construction is progressing well.
- With Haley Prusik's absence, it has been a group effort to fill her tasks and desk time.
- Tonie boxes were purchased for all branches.

From Courtney McGrath

- The month ended well, and a year-end meeting was held with the programming staff about the Summer Reading 2025. The theme will be "Color Your World" and they have some nice ideas. The plan is to do a six-week time frame with a kick-off and finale celebration. The kick-off will be held on a Saturday at the Library to show off the freshly renovated library.

From Laura Vollmer

- New ways to market events and services include sending out emails reminding patrons to update their newsletter subscription. Newsletters for the new year are set to go out monthly and the branches will also have monthly newsletter.
- There are some new marketing items available at checkout for all locations. These include a monthly calendar and specialized bookmarks.

From Margaret Warren

- Helped a patron with her SEO app. She was grateful for the help

From Martha Love

- The Vineyard Book Discussion had eight people who read "Pack the Moon" by Kristan Higgins.

- Port Clinton Senior Center met to hear about holiday titles. An advisory sheet of the book covers was shared with thirteen people present.
- All four outside book clubs had titles for December.
- Consulted on titles for the coming year for 88 Circle and their special anniversary for 2025. Eighteen titles were suggested and accepted as options for the year-long program on great aspects of America and great Americans.

From Nichole Weatherwax

- Beginning of December was third full week on staff and continued to learn a lot about the library. Training continues and things are going well. The staff is very helpful, and things are going well.
- Tech sessions will be restored in February.

From Megan Osborn

- Afternoon Story Time went well with nine in attendance.
- The Northern Lights Oil Pastel program had nine in attendance (five kids and four adults). The adults present expressed thanks that the library had programs while the kids are out of school on break.

From Sharlene Anderson

- Teen Dungeon and Dragons: the teens did amazing things and all had fun. The next session will be at the library instead of Magruder. There were twelve in attendance.
- The Ugly Sweater Workshop was fun. Patty Curry and I were the program leads and we enjoyed making our own examples of ugly sweaters.

From Patty Curry

- Five kids and two adults came to the Story Time on December 17th that had a Christmas Tree theme.

Marblehead Peninsula Branch

- Dave Kimmel held sessions of the Marblehead Peninsula Writing Group on December 3rd and 1st. Both had five participants with one attending from Hilton Head via Zoom.
- Yoga continued with four sessions in December.
- The second Art Wall was set up by Middle School and High School Art Teacher, Jane Letterhos, during December. 28 middle and high school students from Danbury have art displayed.

Erie Islands Library

- There were 25 children attending the December 10th cookie decorating of cookies baked by Karen Wilhelm...120 cookies in all.
- The December 19th movie night was great with 22 children attending "Arthur's Christmas" and eating hot dogs and chips and drinking lemonade.

Lindsay Faust gave an update on the library usage statistics and staff training/

development. Committee Reports: Policy and Personnel Committee

The Policy and Personnel Committee met at 5:00 pm on January 9, 2025.

Items for Discussion

A. Policy Updates and Revisions

- a. Voter Information Policy: Motion by Kevin Kast and seconded by Laura de Roziere to approve the changes recommended by the Policy and Personnel Committee to Section PS 1.62. Motion carried by voice vote.
- b. Dress Code: Motion by Laura de Roziere and seconded by Lynne Kroeger to approve the changes recommended by the Policy and Personnel Committee to section 5.7. Motion carried by voice vote.
- c. Background Checks: Motion by Kevin Francis and seconded by Kevin Kast to approve the changes recommended by the Policy and Personnel Committee to Section 2.54. Motion carried by voice vote.

B. Grand Reopening Discussion

There was a general discussion of options and plans for a celebration of the renovation sometime in April 2025.

Meeting Adjourned at 7:15 pm

President

Secretary

Fiscal Officer