

**IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Meeting Minutes**  
**July 9, 2020**

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday, July 11, 2020, at 6:02 pm via Zoom.

The following Trustees were present: Larry Hattan, Margie VanLerberghe, Jim Widmer, Maryanne Laubner, Kevin Kast, Jane Held. Kevin Francis joined at 6:20. Also present were Lindsay Faust, Director, and Janice Beck, Fiscal Officer/Marketing Manager.

Public Comments/Correspondence

None

Staff Recognition

Mary Breymaier, 10 years

Approval of the Minutes

Ms. Beck presented the minutes from the June 11, 2020 regular meeting.

**Kevin Kast moved that the minutes the June 2020 regular meeting be approved as submitted. Jim Widmer seconded the motion. Motion carried by voice vote.**

Review, Discussion, and Approval of Financial Report

The Financial Report for June 2020 was distributed, reviewed and discussed as follows:

Revenue: \$55,722.16  
 Expenditures: \$72,376.91

|                             |              |
|-----------------------------|--------------|
| Salaries                    | \$35,273.28  |
| Employee Fringe Benefits    | \$12,569.32  |
| Supplies                    | \$ 244.15    |
| Purchased/Contract Services | \$ 17,918.72 |
| Library Materials           | \$ 5,436.44  |
| Capital Outlay              | \$ 0.00      |
| Other Objects               | \$ 935.00    |
| Contingency                 | \$0.00       |
|                             | \$72,376.91  |

Year-to-date June financials in total and by location were presented.

**Margie VanLerberghe moved to accept the financial report and approve expenditures. Maryanne Laubner seconded. Motion carried by voice vote.**

Donations to Library

Two donations were made in memory of Donald Dougherty from Mr. & Mrs. Barry Humphrey and the Nugent's Canal Yacht Club.

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Director's Report

- The State Library of Ohio has grants for \$3,000 from IMLS for COVID-related expenses such as PPE, washable keyboards, and hot spots. Ms. Faust submitted an application on behalf of Ida Rupp Public Library.
- We entered into Phase II of our reopening plan on Monday, June 15. The library was pretty empty at first, but we have been seeing a steady uptick in our door counts as the word gets out that we are open again. There have been a few general complaints about limits on computers.
- Statewide delivery has resumed, but it is anticipated that it will not be back to normal until August.
- Our summer reading challenge participation is down, as we expected. We will accept paper entry forms in the library during July and continue to accept online entries.
- Ms. Faust has been extended an invitation to serve on the NORWELD Board of Directors. She has accepted this position and will start sometime this summer.

Advocacy

None

Committee Reports:

Wage and Finance

No report

Policy and Personnel

No report

Building and Ground

No report

Items for Discussion:

- Dolly Parton Imagination Library
  - Ms. Faust is part of a committee to establish a Dolly Parton Imagination Library in Ottawa County.
  - Funding is an issue as the group needs \$10,000 for the first year, then additional each year as children age from newborn to kindergarten.
  - The other 2 libraries in Ottawa County declined to participate on the committee
  - Ms. Debien from the Ottawa County Historical Society and the Friends of the Ida Rupp Public Library is also on the committee. Ms. Debien has approached the library for funding but has since mentioned that the committee is going to rethink the fundraising.
  - Any further conversation is tabled until Ms. Debien or Ms. Faust present a revised fundraising plan.
- Executive Session, discussion to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee.

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Jane Held motioned to move to Executive session at 6:31 pm, Kevin Kast seconded. A roll call vote was made:

Hattan - Aye  
Widmer - Aye  
Kast - Aye  
Francis - Aye  
Held - Aye  
Laubner – Aye  
VanLerberge – Aye

**Motion carried.**

Returned from Executive Session at 6:45 pm

**Jim Widmer moved to approve three job descriptions and a new organizational structure as presented. Margie VanLerberghe seconded. Motion carried by voice vote.**

**There being no further business to come before the Board the meeting adjourned at 6:48 pm on a motion by Jane Held and a second by Kevin Francis. Motion carried by voice vote.**

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Dr. Margy VanLerberghe, Secretary

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Larry Hattan, President

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Janice Beck, Fiscal Officer