

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes
June 8, 2023

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was called to order on Thursday June 8 at 6:00 pm at the Ida Rupp Public Library. The following Trustees were present: Margy VanLerberghe, Jane Held, Lynne Kroeger, Laura de Roziere, Jim Widmer, Kevin Kast and Kevin Francis. Also in attendance were Lindsay Faust, Director, Courtney McGrath, Assistant Director and Tim McKenna, Fiscal Officer.

Public Comments and Correspondence

There were 61 people who signed in prior to the meeting and expressed interest in commenting on a specific program held at the library in April. In addition, there were several pieces of correspondence received via mail and email at the library and directly by members of the Board of Trustees.

Prior to opening the meeting to the public for comment, Board President Margy VanLerberghe, read a brief statement. This was the same statement that was read at the May meeting held at the Marblehead Branch. Then followed comments, encouragement, criticism and suggestions from many in attendance. The roster of attendees and correspondence received is incorporated herein.

Approval of Minutes

Jane Held made a motion to accept the minutes of the May 11, 2023 meeting as presented. The motion was seconded by Kevin Kast. Carried by voice vote.

Review and Discussion of Financial Report

The Financial Report for May 2023 was distributed by Tim McKenna. It was reviewed and discussed as follows:

Revenue:	\$116,021.12
Expenses:	\$142,671.70
Salaries:	\$ 59,823.73
Employee Fringe Benefits:	\$ 15,489.98
Supplies:	\$ 1,183.23
Purchased/Contract Services:	\$ 37,742.57
Library Materials:	\$ 24,016.09
Other:	\$ 4,416.20

There were no expenses incurred for Capital Outlays or Contingencies.

Year to date through May and by location were also presented. A motion to approve the financial report was made by Kevin Kast and seconded by Jim Widmer. The motion carried by voice vote.

Donations to Library

There was a \$5,000.00 donation to the Library from David Pitts in May.

Directors Report

Lindsay Faust

- Teamed with GPAAC to host the second Local Author Fair at the Arts Garage.
- Summer Reading brochures are out.
- Lindsay and Courtney McGrath attended a renovation kick off with HBM architects to discuss the design, planning and timeline of the library project.
- Story Time numbers are up. Megan Osborn, the newest Youth associate did her first with 38 attendees.
- Alana Sutherland was hired for the Adult Associate position.
- The staff is testing a new ordering process with the book vendor Ingram.
- Courtney McGrath reported that there continues to be a good program attendance.
- Courtney and Martha Love did an informational outreach meeting at the Oak House in Port Clinton. They are working to develop a monthly outreach program or other event.
- Laura Vollmer reported that the Summer calendars have been distributed.
- The Marblehead Branch had an intergenerational event with the patrons of Otterbein and the book that was put together during that project.
- Erie Islands reports that May was a month of preparations, both for Summer Reading and the 48N48flight taking place June 4-6.
- Full details of the Directors Report are included with the minutes.

Committee Reports: Building and Grounds

Jim Widmer reported on the latest design for the library renovation. Current plan is for construction to begin January/February 2024 and be completed in May 2025. The library will remain open during the renovations. Lindsay Faust and Courtney McGrath will meet with the architects routinely.

Items for Discussion

- Danbury Township StoryWalk MOU for project at Meadowbrook Marsh. There was language that needed legal review. The proposed MOU was presented with changes to

liability. A motion was made by Jim Widmer and seconded by Jane held to accept the MOU with the changes. Carries by voice vote.

- IRPL StoryWalk Project Manual – Concern over Indemnification clauses. Motion by Jim Widmer and Seconded by Kevin Francis to authorize Lindsay Faust to sign the Project Manual for the IRPL StoryWalk after legal review and approval. Carries by voice vote
- Safety Deposit Box – Motion by Kevin Kast and Seconded by Laura de Roziere that the safety deposit box be closed. Carries by voice vote.
- Lindsay gave a brief update on the upcoming Levy.
- Margy suggested that the Board needs to schedule a special meeting to discuss the information from the public comments and correspondence from the last two meetings.

7:50 pm: Motion to adjourn by Kevin Kast, second by Lynne Kroeger. Carries by voice vote.

Jane Held, Secretary

Margy VanLerberghe, President

Tim McKenna, Fiscal Officer