

# IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES

## Meeting Minutes

### June 12, 2025

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday June 12, 2025 at 6:00 pm at the Ida Rupp Public Library. The following Trustees were present: Margy VanLerberghe, Jim Widmer, Lynne Kroeger, Laura de Roziere, Kevin Kast and Jane Held. Also present were Lindsay Faust, Director and Tim McKenna, Fiscal Officer.

Margy VanLerberghe called the meeting to order at 6:00 pm followed by a reading of the library's Mission Statement.

Public Comments – There were no public comments.

Approval of Minutes – Jane Held moved to accept the minutes of the May 8, 2025 meeting. Laura de Roziere seconded. Motion carries by voice vote.

Staff Recognition – There were no staff anniversaries.

#### Review and Discussion of the May Financial Report

Tim McKenna reviewed the May Financial Summary and the Bank Reconciliation Statement.

May Revenue:	\$ 87,452.11
May Expenditures:	\$638,324.55

SALARIES	\$ 66,534.01
BENEFITS	\$ 16,631.21
SUPPLIES	\$ 730.09
PURCHASED AND CONTRACTED	\$ 54,809.57
LIBRARY MATERIALS	\$ 24,435.48
CAPITAL OUTLAY	\$470,371.69
OTHER	\$ 4,812.30
<b>TOTAL</b>	<b>\$638,324.55</b>

In addition, Tim McKenna reported that the 2024 Federal Tax Return, Form 990, was filed in May.

Jim Widmer moved to approved the May Financials. Second by Kevin Kast. Motion carries by voice vote.

#### Donations to the Library – May

2-May-25	Sue Hefflinger	Memory of David Beggs	\$50.00
22-May-25	OWLS (Erie Islands)	Story Walk Book for Ryat Aries	\$50.00
29-May-25	Nancy Cofer and Family	Memory of Lois Wagner	\$100.00

<b>May Total</b>	<b>\$200.00</b>
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### Directors Report – Lindsay Faust

- The library materials were returned from storage in May. This was a huge undertaking to interfile the 29,872 items that were returned. The library staff did a fantastic job in getting the items shelved and organized. It was a lot of hard work during that week and the staff is to be commended.
- The hold lockers were installed in their new home at the 3<sup>rd</sup> Street entrance.
- The family restroom is up and in use.
- There are a few minor roof leaks that will be addressed when the Gulls have fledged and are less aggressive.

### From Courtney McGrath

- May started with the youth department presenting at Bataan Elementary for the Summer Reading Program.
- May ended on a high note with the Summer Reading Kick-off on May 31<sup>st</sup>. All three locations had a kick-off event. The event exceeded expectations with over 175 people in attendance.

### From Laura Vollmer

- Promotion of the Summer Reading Program continued and a good number of guidebooks have gone out. Several parents have commented on the guidebooks and the details for each program as well as the calendar.

### From Martha Love

- Vineyard Book Discussion had eight attendees in May for “The Wedding People”, by Alison Espach. The Port Clinton Senior Center had twelve in attendance for a review of gardening books.
- The local history newsletter went out as scheduled to 137 people.

### From Nichole Weatherwax

- Five attended the “Plant Something Day” with the Ottawa National Wildlife Refuge to create plant-able seed crafts,
- No one attended the virtual bowling event. It is good to keep trying new things.
- Two teens attended the Teen Volunteer program. They were excited and interested in the opportunity to volunteer and help create and give ideas for future programs.
- Presentation for the Summer Reading Program was given to the Kindergarten to 5<sup>th</sup> grade classes at Bataan Primary and Intermediate School.
- Summer Reading Program was also presented to the freshman and sophomore classes at Port Clinton High School for Advanced English.

### From Megan Osborn

- Story Times: Average story time attendance in May was 27.3 which is again much higher than the previous two years (May 2023 = 18.8 and May 2024 = 10).
- Newsletter: The Ida’s Kids May newsletter has 40 clicks. It is nice to see readers utilizing the links to register for programs and place holds on library materials.

### From Dave Kimmel – Marblehead Peninsula Branch

- Four people attended the Rain Gardens program, presented by Kyle Bueter, Grounds Director for Lakeside Chautauqua.

Margaret Warren offered two Crafting with Magoo programs: Kids on May 10 did Paper Plate Weaving and Adults on May 14 did Easy Origami Butterflies.

From Karen Wilhelm – Erie Islands Library

- Duct Tape Wallets was held on May 20<sup>th</sup>. It was fun for everyone.
- The new book was installed on the Put-in-Bay StoryWalk® Trail on May 16<sup>th</sup>.
- Suzette Luecke has been a good addition to the library
- Everyone is looking forward to “Color Our World” this summer

In addition, Lindsay Faust presented an overview of the library statistics and usage.

#### Items for Discussion

- A. County PLF Letter: Laura de Roziere moved that the letter to the County Auditor stating the agreed upon allocation of tax revenues from the Public Library Fund among the three public library systems be approved. Second by Jane Held. Motion carries by voice vote.
- B. EIL Furniture: Jim Widmer moved to accept the price quotation from Contract Source Inc. (CSI) in the amount of \$8,550.85 for furniture at the Erie Islands Library be accepted. Second by Laure de Roziere. Motion carries by voice vote.
- C. EIL Hours: Discussion of closing on Mondays due to staff shortage.
- D. Grand Reopening and Tour: The Board was given a tour of the renovated building followed by a discussion and overview of the Grand Reopening event. Scheduled for July 10<sup>th</sup> from 6:00 pm – 8: pm.
- E. Teen After Hours Event: Discussion of event and concerns about public perception. Consideration of requiring a waiver and parental picking up of attendee after the event.
- F. Jim Widmer expressed interest in doing something for the staff around the time of the reopening or shortly thereafter. Possibly providing a Bistro 163 lunch.

Meeting adjourned at 7:30 pm