

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes

November 11, 2021

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday, November 11, 2021, at 6:03 pm in the Community Room of the Ida Rupp Public Library.

The following Trustees were present: Larry Hattan, Marianne Laubner, Kevin Kast, Jim Widmer, Jane Held. Kevin Francis arrived at 6:17, Margie VanLerberghe at 6:22. Also present were Lindsay Faust, Director, and Janice Beck, Fiscal Officer/Marketing Manager.

Public Comments/Correspondence

None

Approval of the Minutes

Ms. Beck presented the minutes from the October 14, 2021 meeting.

Jane Held moved that the minutes of the October 14, 2021 meeting be approved as submitted. Marianne Laubner seconded the motion. Motion carried by voice vote.

Staff Recognition

- Kristen Stewart, 5 years
- Corvid (Em) Griggs, 1 year

Review, Discussion, and Approval of Financial Report

The Financial Report for October 2021, including month-to-date and year-to-date, was distributed, reviewed and discussed as follows:

	October
Revenue	\$67,932.00
Expenditures	\$122,436.75

	October
Salaries	\$ 55,839.46
Employee Fringe Benefits	13,599.60
Supplies	3,629.25
Purchased/Contract Services	23,665.77
Library Materials	24,249.51
Capital Outlay	399.95
Other Objects	1,053.21
Contingency	0.00
General Fund Total	\$122,436.75
CARES Act Grant	\$ 0.00
Grand Total	\$ 122,436.75

Kevin Kast moved to accept the October financial reports and approve expenditures. Kevin Francis seconded. Motion carried by voice vote.

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes
November 11, 2021

Donations to Library

- 2 in memory of Keith Warren in the amount of \$25.00 from Janet Strauss & \$25 from Bridget Smith
- 1 donation in memory of Gavin Gill in the amount of \$25.00 from Sandvick and Miller families
- 2 donations in memory of Marcia Troiano totaling \$100.00 from Lori & Mitchell Grant and Daniel Lombardy.
- 1 donation to EIL StoryWalk from Susan Ferguson in the amount of \$50.00
- Surplus Sale proceeds of \$1,158.15

Director's Report

- Ms. Faust reported that we had a free eWaste Recycling Drive on Oct 16. This was partly to recycle unused electronics that the library had but was also opened up to the community.
- We had a very successful surplus sale. Many items that were long forgotten about in the attic were sold. As a result, there is now some space on the shelves.
- Three staff attended the OLC convention in Columbus – Courtney McGrath, Alyssa Biro and Chloe Rieder.
- Youth Services planned a Halloween Fest which had over 100 individuals attend. All areas of the library contributed to the event.
- Alana Magrum reported that the Challenger Learning Center brought a planetarium to the library. Among those attending was an entire Boy Scout troop!
- Immaculate Conception School has resumed their class visits to the library. The teachers are very happy to have this back for their students.
- Materials have been moved around to make more room for our popular Audiobooks. This move also allowed for the DVD collection to be expanded and provides space for our new board game collection.
- Two book groups have started back up in October – Mystery Book Discussion and the Tuesday Morning Book Discussion held at R Coffee Corner. The attendance is much lower in both compared to pre-COVID numbers.
- Marblehead Peninsula Branch Library was experiencing a sewer odor again. Franklin Sanitation investigated and found a dry trap in the closet by the front door. Staff will pour water down this drain monthly as they do with the restroom traps.
- Erie Islands Library had a successful HalloReads at the Story Walk as many families attended.

Committee Reports:

Wage and Finance

None

Policy and Personnel

None

Building and Grounds

- Story Walk – we are waiting on report from surveyor before design work can continue
- Roof – the roof was inspected and minor repairs made. These should be covered by the warranty which goes through 2022. The inspector feels the roof should be good for another 10 years.

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes

November 11, 2021

- Interior redo – was on hold due to COVID but will be addressed in the next few years. Details will follow as they are decided upon.

Items for Discussion:

- **Board Vacancy**

Larry Hattan has chosen to leave at the end of his term which is 12/31/21. Discussion was held about who could be asked to join as a replacement. Kevin Francis will contact an individual to see if she has interest.

- **2022 Calendar**

Lindsay Faust presented a proposed calendar for 2022. One change was made to note that the May board meeting will be held at Marblehead Peninsula Branch Library.

Kevin Francis moved to accept the calendar as revised. Jane Held seconded. Motion carried by voice vote.

- **Executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee**

A motion was made by Margie VanLerberghe to move to executive session. Kevin Kast seconded.

Roll Call vote:

Larry Hattan – yes

Jane Held – yes

Maryanne Laubner – yes

Kevin Kast – yes

Kevin Francis – yes

Margie VanLerberghe – yes

Jim Widmer – yes

Time into Executive session: 7:05

Time leave Executive session: 7:28

There being no further business to come before the Board the meeting adjourned at 7:28 pm on a motion by Jane Held and a second by Margie VanLerberghe. Motion carried by voice vote.

Dr. Margy VanLerberghe, Secretary

Larry Hattan, President

Janice Beck, Fiscal Officer