

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes
November 9, 2023

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was called to order on Thursday November 9, 2023 at 6:00 pm at the Ida Rupp Public Library. The following Trustees were present: Margy VanLerberghe, Lynne Kroeger Kevin Kast, Jim Widmer, Jane Held, Laure de Roziere and Kevin Francis. Also present were Lindsay Faust, Director and Tim McKenna, Fiscal Officer.

Margy VanLerberghe opened the meeting with introductions by all Trustees, Lindsay Faust and Tim McKenna followed by the Trustees reading the Mission Statement of the Ida Rupp Public Library: "The Ida Rupp Public Library facilitates free access to materials and services to support the diverse educational, informational, and entertainment needs of our community".

Public Comments

There were 21 members of the public in attendance.

Kristina Smith thanked the library staff and board for all they did and do for the library. She also thanked the Friends of the Library and the Citizens for the Library for the support of the levy and those who wrote letters to various newspapers and fought against the "No" campaign. She further stated that we all still need to remain vigilant to keep the library as a place for everyone and is a true community resource.

Michael Bassett pointed out that there were nearly 2/3 voting in favor of the levy even with the opposition. He noted that in Oak Harbor the levy passed with 70% of the vote and there was no opposition. He thanked the staff and board for their support and service to the community.

Approval of Minutes

Kevin Kast moved that the minutes of the October 12, 2023 meeting be approved with two corrections: Remove Jane Held and replace with MaryAnne Laubner for recognition for serving on the Levy Committee. Correct a typo on page two as referring to banning books. Motion seconded by Laura de Roziere. Motion carries by voice vote.

Staff Recognition

Staff anniversary: Corvid Griggs, three years.

Review, Discussion and Approval of the October Financial Report

The Financial Report for October 2023 was distributed and reviewed by Tim McKenna.

Revenue: \$ 87,515.03
Expense: \$142,292.45

Salaries: \$ 57,499.00

Fringe Benefits:	\$ 14,661.48
Supplies;	\$ 1,520.77
Purchased and Contracted Services:	\$ 11,353.71
Library Materials:	\$ 52,464.06
Capital Outlay:	\$ 32,335.58
Other:	\$ 0.00
Contingencies:	\$ 0.00

There was also a breakdown of the revenues and expenditures by branch location and a review of the Bank Reconciliation statement.

Donations to the Library

Lindsay Faust reported that there were two donations received during October:

William and Stephanie Lowe: \$30.00

Sandusky Township Trustees in memory of Carol A. Woods: \$150.00

Directors Report- Lindsay Faust

- October 9th was the Library Staff Development Day. Everyone learned something. It was a very productive day with staff from all three locations having the opportunity to interact and learn from each other.
- Ground was broken for the StoryWalk® at Ida Rupp. The concrete work is almost finished and the signs/book holders will be delivered soon.

From Courtney McGrath

- Adult programs showed significantly higher numbers in October. Alana Sutherland and the adult staff have done a good job creating and implementing new and engaging programs.
- There were some new programs introduced with both the children's and teen departments in October.

From Susan Dress

- The staff helped a person without internet connect with the local BMV office- and get online at via one of the public computers to look at the rules to study for his drivers license renewal. As the state puts more essential items online, it is the library that steps up to the plate to help those with the means or skill base to get by.

From Martha Love

- Book Clubs - Vineyard Book Club had ten attendees and eleven books checked out. The Port Clinton Senior Center had eighteen attendees and eleven books checked out this month.
- The library collection continues to be weeded out by staff based on circulation as well as in preparation for the upcoming building renovations.

From Alana Sutherland

- The Lakeview Cemetery Walking Tour had twelve attendees. It was a perfect day and the presenter, Maria Moon, was pleased and is looking forward to next year's programs. Several of the attendees thanked Alana and the library for putting on the program.

MARBLEHEAD PENINSULA BRANCH LIBRARY – Dave Kimmel

- October 3 and 17 Dave offered the writing group at the branch. There were seven participants over the two dates. The group is established, if small.
- October 12 delivered a program on Road Trip Apps with four participants.
- Also, during October, the MPBL staff continued their systemic collection weeding project.

ERIE ISLANDS BRANCH – Karen Wilhelm

- Hallo Reads was held at the StoryWalk® at the Dodge Woods Nature Preserve.
- Karen hosted a Halloween wreath making event.

Lindsay Faust reported on Staff Training and Professional Development as well as statistics on library usage as well as news articles concerning the library. Details are attached.

Committee Reports

- Wage and Finance Committee – Kevin Francis reviewed the 2024 Proposed Wage Scale and proposed salary increase that had been discussed at the Committee meeting. There was discussion of the wage increase options and the wage scale.
 - Laura de Roziere made a motion to approve the 2024 Proposed wage Scale as presented. Lynne Kroeger seconded. Carried by voice vote.
 - Jim Widmer made a motion to approve a 3.7% increase in wages for all employees with merit bonuses where warranted as outlined in the salary scale presented. Kevin Kast seconded the motion. Motion carries by voice vote.
- Special Committee to review library policies on teens and children – Lynne Kroeger reported that the committee has met twice. They have reviewed the following documents and will present the proposed policy changes at the December meeting for Board discussion and vote.
 - From the Ohio Library Council: Standards for public library service in Ohio.
 - From the Library Bill of Rights: Access to Library Resources and Services to Minors.
 - Diverse Collections: Meaning and Interpretation
 - Expurgation of Library Resources: Meaning and Interpretation.
 - Lynne also presented two new signs for the Teen area in the library emphasizing the TEEN Safe Space

Discussion Items

- Resolution #2023-007 – “Resolution of the Board of Trustees of the Ida Rupp Public Library to Thank Library Supporters” was presented and read by Margy VanLerberghe. Jane Held moved that this resolution be passed and approved. Jim Widmer second. The Motion carried unanimously via a roll call vote.
- 2024 Temporary Budget – Lindsay Faust reviewed the temporary budget and pointed out a few highlights. This will be presented for a vote at the December meeting for a board vote.
 - Materials budget is lower due to upcoming construction.
 - Electronic materials budget is increased.
 - Travel Budget is up due to the National Public Library Association Conference in Columbus in April.
 - Construction Resources.
 - StoryWalk® landscaping
- 2024 Calendar – Lindsay Faust presented the calendar for 2024. Lynne Kroeger moved to accept it with one correction to the February meeting date. Kevin Kast second. Carries by voice vote.
- Jane Held recognized and thanked Barb Wenzinger for stepping in and picking up for Alex Thomas on the Levy Committee.

Jane Held made a motion that the meeting move to Executive Session at 6:45 pm. Kevin Francis second. Motion carries unanimously by roll call vote.

7:24 pm – Exit Executive Session

Laura de Roziere moves that Lindsay Faust receive a base pay increase of 3.7% **plus** a merit raise of 4.3%. Second by Kevin Kast. Carries by voice vote.

Jane Held motioned that a one-time bonus be given to all permanent year-round employees in the amount of \$1,500.00 for full time employees and \$750.00 for part time employees to be paid in the mid-December payroll period. Second by Jim Widmer. Carries by voice vote.

Motion By Lynne Kroeger to change the time of the December 2023 Board Meeting to 4:30 pm. Second by Jim Widmer. Carries by voice vote.

Meeting Adjourned at 7:35 pm

President

Secretary

Fiscal Officer

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