

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

REGULAR MEETING MINUTES

Thursday, November 21, 2024

President Ms. Snipes-Martin called the meeting to order at 5:01 p.m. President Snipes-Martin asked if any Board members had a conflict with the agenda. No Trustees indicated a conflict with the business for this evening.

Roll Call - Ms. Snipes-Martin, yes; Dr. Badillo, yes; Ms. McClelland, excused; Ms. Torres, yes; Mr. Ackerman, yes; Ms. Ramirez, yes, Mr. Byrne, yes.

#2024-070 Resolution of Appreciation – John Merritt, Security Guard – Main Branch

Dr. Badillo moved, Ms. Torres seconded to approve the Resolution of Appreciation – John Merritt, Security Guard – Main Branch. Mr. Merritt was in attendance to accept the resolution. The Library expressed deep appreciation for Mr. Merritt’s actions to apprehend the assailant during the incident at Main Library on November 18.

Roll Call for Resolution #2024-070: yeas, unanimous

#2024-071 Approval of October 24, 2024, Regular Meeting Minutes

Mr. Ackerman moved, Mr. Byrne seconded to approve the October 24, 2024, Regular Meeting Minutes.

Roll Call for Resolution #2024-071: yeas, unanimous

#2024-072 Approval of October 2024 Fiscal Officer Report

Ms. Torres moved, Ms. Ramirez seconded to approve the October 2024 Fiscal Officer Report. There was a question about the investment report for October 2024. The number from September 2024 appeared in the report. Director Diamond-Ortiz noted that the correction will be made. Ms. Ramirez moved, Mr. Ackerman seconded to approve the October 2024 Fiscal Officer Report with corrections.

Roll Call for Resolution #2024-072: yeas, unanimous

Report of the Director

Director Diamond-Ortiz thanked all the staff from Main Library for their quick action as well as other branches for their support regarding the tragic event that took place on Monday, November 18, 2024. The assailant has been permanently banned from entering all LPLS branches. The name and picture of the assailant will be shared with all staff as well as security. LPLS will request the final police report to keep on file. The Trustees commended Director Diamond-Ortiz for timely communication regarding the tragic event. Director Diamond-Ortiz also provided information on three new fully automatic blood pressure monitors from A&D Medical that will be at the Main Library, North Ridgeville and Avon branches. They are being provided by the American Heart Association. The administration will share all necessary cleaning procedures provided by the manufacturer.

Committee Reports

Finance, Audit, and Properties Committee – None – Next meeting is scheduled for December 2, 2024, at 4:00 p.m. at the Avon Branch

Library Services and Personnel Committee – The committee met on November 15 at 4 pm at Avon Branch. Ms. Ramirez mentioned that notes from the meeting were shared and the tuition reimbursement program that was approved in 2023 is being utilized by staff to further their education.

Trustee Development and Nominating Committee – None

Friends of the Library – The Friends groups generously supported the awards and refreshments for this year's inaugural Spooky Story initiative. The Library received an impressive total of 16 adult entries and 73 middle school entries, making it our most popular contest to date! The Friends of the Lorain Public Library's September book sale raised \$3,066 and they will host their annual Holiday Bazaar on Friday, November 29 and Saturday, November 30, from 10 a.m. to 5:30 p.m. The Bazaar will feature books, games, audio visual, holiday decorations, baked goods and hand-made crafts, among other things and will also be partaking in the Winter Fest's cookies walk. The next Friends of the Lorain Public Library book sale will be from January 9 to 16. The Friends of the Avon Branch Library will host a Book Fair on Saturday, January 18.

Foundation of the Lorain Public Library System – Ms. Ramirez shared that the first applicant for the mini grant was received from a staff member in Outreach to bring an author to local schools. Ms. Ramirez also mentioned the recent Connect to a Cause fundraising event for LPLS received 24 total donations but only two donations were from board members and suggested to all to consider supporting this event in the future with a meaningful contribution.

Communications - None

Audience Participation

Mr. John Guscott, Branch Manager, Domonkas share information about upcoming events at the Domonkas Branch and thanked Ms. Edsell and Mr. Peters for assisting during this interim time.

Representatives from SEIU District 1199 Union Ms. Cheri Campbell and Mr. Chuck Sutz presented John Merritt, Security Guard, Main Branch with a gift card in appreciation of his courage and selflessness in ensuring the safety and well-being of others during the incident on Monday, November 18, 2024.

New Business

Consent Agenda

#2024-073 to #2024-075

#2024-073 Approval of Personnel Appointments in October

APPOINTMENTS								
NAME	POSITION	DATE	PT/FT/ TEMP HOURS	GRADE/ STEP	SALARY	DEPT/ BRANCH	NEW HIRE/ CURRENT STAFF	REASON FOR CHANGE
Brittany Hayes	Librarian	10/21/2024	FT 38	UJ	\$23.26	Main	Current Staff	Promotion
Debbie Parchem	Librarian	10/22/2024	FT 38	UJ	\$23.26	Outreach	Current Staff	Promotion
Kathleen Norman	Director of Community Engagement	12/30/2024	FT 38	G	\$75,000	AO	New Hire	Replacement – Jennifer Winkler*

*Jennifer Winkler received a promotion to Chief Operating Officer.

#2024-074 Resolution to Approve the Acceptance of Donation - \$2,500 Douglas R. Petersen – In Memory of Kathy Petersen with no restrictions on use.

#2024-075 Resolution to Approve the Acceptance of Grant - \$1,135 Foundation of the Lorain Public Library System, Inc. for mini-grant restricted to speaker program.

Mr. Byrne moved, Ms. Torres seconded to approve all Consent Items #2024-073 to #2024-075.

Roll Call for Resolutions #2024-073 to #2024-075: yeas, unanimous

#2024-076 Resolution to Approve the revisions to the Board of Trustees Bylaws to clarify the purpose and role of committees and the nomination of officers.

Ms. Ramirez moved, Mr. Byrne seconded to approve the revisions to the Board of Trustees Bylaws to clarify the purpose and role of committees and the nomination of officers.

The board members had an in-depth conversation regarding revisions to the Board of Trustees Bylaws to clarify the purpose and role of committees and the nomination of officers. The proposed changes

Roll Call for Resolution #2024-076: 4 yeas, 1 no, 1 abstain

#2024-077 RESOLUTION REQUESTING THE BOARD OF TOWNSHIP TRUSTEES OF COLUMBIA TOWNSHIP, LORAIN COUNTY, OHIO, TO REQUEST THAT THE LORAIN COUNTY AUDITOR CERTIFY THE CURRENT TAX VALUATION OF COLUMBIA TOWNSHIP, LORAIN COUNTY, OHIO AND THE DOLLAR AMOUNT OF REVENUE TO BE GENERATED BY A REPLACEMENT TAX LEVY; AND TO SUBMIT TO THE ELECTORS OF THE TOWNSHIP THE QUESTION OF A REPLACEMENT LEVY FOR CURRENT EXPENSES OF THE LORAIN PUBLIC LIBRARY SYSTEM, INCLUDING OPERATING THE BRANCH LIBRARY LOCATED IN THE TOWNSHIP

(Ohio Revised Code Sections 5705.03, 5705.19(D), 5705.192)

WHEREAS, Columbia Township, Lorain County, Ohio (the "Township") is currently levying a 1.74 mill current expense levy for five years for the benefit of the Lorain Public Library System including a branch library located in the Township, for the purpose of providing current expenses, approved by the voters of the Township on November 5, 2019, and first placed on the tax list and duplicate in 2020 for first collection in 2021 and final collection in 2025 (the "Existing Levy"); and

WHEREAS, pursuant to Section 3375.42, Ohio Revised Code, the Township and Library entered into an agreement relating to the operation of the Library and to the use of the proceeds of the Existing Levy and of other funds available for the operation of the Library;

WHEREAS, this Board wishes to request that the Board of Township Trustees of the Township initiate proceedings for the submission to the electors of the Township the question to replace all of the Existing Levy for five years;

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Lorain Public Library System, Lorain County, Ohio, two-thirds of all of the members elected thereto concurring, that:

Section 1. It is hereby found, determined, declared and recited, that (a) the Lorain Public Library System was established prior to September 4, 1947, by resolution adopted by the Board of Education of the School District as a free public library; (b) the Columbia Branch of the Lorain Public Library System has been established as a free public library to serve the Township; and (c) this Board wishes to initiate proceedings for the submission to the electors of the Township the question of a replacement of all of the Existing Levy for current expenses of the Lorain Public Library System, including operating a branch library located in the Township (the "Replacement Levy").

Section 2. The Board of Trustees of the Township is hereby requested to deliver a certified copy of this resolution to the County Auditor of Lorain County (the "County Auditor") with instructions for the County Auditor to certify to the Board the current total taxable value of the Township, the estimated property tax revenue (rounded to the nearest \$1,000) that will be produced by the Replacement Levy based on such total taxable value, and the amount of the Replacement Levy expressed in dollars (rounded to the nearest dollar) for each \$100,000 of the county auditor's appraised value.

Section 3. This Board finds, determines and declares that the levy of the tax, if approved by the electors, is necessary to the proper furnishing and rendering of free public library services in Columbia Township, Lorain County, Ohio and for the residents of Columbia Township, Lorain County, Ohio.

Section 4. Pursuant to Section 3375.42, Ohio Revised Code, this Board hereby finds and determines it to be necessary to enter into an agreement with the Township relating to the operation of the Columbia Branch of the Library and to the use of the proceeds of the tax levy to be voted on by the electors as contemplated in this resolution and of other funds available for the operation of the Columbia Branch of the Library. That agreement shall be in substantially the form attached hereto as Exhibit A ("Agreement").

Section 5. The Agreement is hereby approved in substantially the form attached hereto as Exhibit A, with such changes therein as are not inconsistent with this resolution and not substantially adverse to the Board as shall be approved by the officers executing the Agreement; provided that the approval of those changes by those officers, and their character as not being substantially adverse to the Board, shall be evidenced conclusively by their execution of that Agreement.

Section 6. The President and Chief Fiscal Officer of the Board of Library Trustees are hereby authorized and directed, for and in the name and on behalf of this Board, to execute and deliver the Agreement in substantially the form attached hereto as Exhibit A.

Section 7. This Board hereby requests that the Board of Trustees of the Township pass a resolution under section 5705.19(D), Ohio Revised Code, and other applicable provisions of law to submit to the electors of the Township at an election to be held therein on May 6, 2025, the question of a replacement tax levy for current expenses of the Library. The Library shall reimburse the Township for costs of the election as certified by the Board of Elections of Lorain County.

Section 8. The Chief Fiscal Officer of this Board is hereby authorized and directed to deliver a certified copy of this resolution to the Board of Trustees of the Township.

Section 9. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Mr. Ackerman moved, Dr. Badillo seconded to approve Resolution Requesting the Board of Township Trustees of Columbia Township, Lorain County, Ohio, to Request that the Lorain County Auditor Certify the Current Tax Valuation of Columbia Township, Lorain County, Ohio and the Dollar Amount of Revenue to be Generated by a Replacement Tax Levy; and to Submit to the Electors of the Township the Question of a Replacement Levy for Current Expenses of the Lorain Public Library System, Including Operating the Branch Library Located in the Township.

Roll Call for Resolution #2024-077: yeas, unanimous

Other Agenda Items - None

With no further business to come before the Board, the meeting was adjourned at 5:51 p.m.

ATTEST:


President


Secretary

