

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes
October 10, 2024

The special meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday, October 11, 2024 at 6:07 pm at Ida Rupp Public Library. The following Trustees were present Margy VanLerberghe, Jim Widmer, Lynne Kroeger, Jane Held, Laura de Roziere, Kevin Kast and Kevin Francis. Also present were Lindsay Faust, Director and Courtney McGrath, Assistant Director.

Public Comment

There were no public comments.

Approval of Minutes

Lynne Kroeger moved to accept the minutes from the September 11, 2024 regular meeting and September 24, 2024 special board meeting. The motion was seconded by Laura de Roziere. Motion carried by voice vote.

Staff Recognition

Dave Kimmel has been with the library for three years and Patty Curry has been with the library for two years.

Review of the August Financial Report

The Financial Report for September was presented and reviewed by Lindsay Faust. The review included the Bank Reconciliation statement, revenues and expenditures for the month.

Revenue: \$134,236.24

Expenditures: \$138,723.81

Salaries	\$61,040.33
Employee Fringe Benefits	\$15,617.92
Supplies	\$1,566.05
Purchased/Contract Services	\$23,647.64
Library Materials	\$12,503.71
Capital Outlay	\$24,228.64
Other Objects	\$119.52
Contingency	\$0
General Fund Total	\$138,723.81

Kevin Francis moved to accept the financial report and approve expenditures. Jane Held seconded. Motion carried by voice vote.

Donations to Library

- Friends of the Marblehead Peninsula Branch Library - \$425.00
- Helen Taylor Robertson - \$500.00
- Friends of the Ida Rupp Public Library - \$42,065.93
- Anonymous - \$10.00
- Anonymous - \$23.26

Directors Report

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- New furniture for staff workspace was installed beginning on September 30. There were some initial issues with the furniture, the vendor has corrected some and is working on remedying the other issues.
- Mystery Book Discussion met outside of the library for the first time in September. We met at Magruder in the café. Despite the ability to purchase coffee, I am looking forward to being back in the much quieter space with fewer distractions in December. I am very grateful for Magruder's hospitality in allowing us to use their meeting spaces throughout the renovation.
- There were some issues when the contractor began work to install the new fire suppression valve. The City was unable to turn the water off at the meter. The contractor decided to leave our old fire suppression valve on the line to reduce the flow of water while they installed the new valve. This caused the location of the fire department hookup to be relocated. The fire department came out and approved installing the new hookup in the alley on the South side of the building and preferred the new location. The contractor left the old valve in the open position and removed the handle to turn it off.
- Circulation Supervisor, Jamie Kennedy passed her notary exam and received her notary commission.
- Lindsay thanked Courtney for handling a leak that happened while she was on vacation and all of the other staff who stepped in to mop up water and clean up the mess.

From Courtney McGrath:

- The youth department along with myself, conducted additional interviews to fill the part-time youth associate position again. There ended up being an internal candidate that we interviewed - which turned out to be the best candidate! So Patty Curry has been promoted from a clerk to the part-time youth associate, and this will take effect officially starting on October 16th. She seems really excited about the opportunity as does the rest of the staff.

From Megan Osborn:

- Having story times at Lakeview Park in September has worked well overall, but it is certainly a challenge to compete with the playground for the children's attention. The average attendance for the three story times I conducted in September was 19. In honor of Deaf Awareness Month, I conducted an American Sign Language story time that 24 people attended. I taught children and their caregivers signs related to a book and a song we used that morning (library, librarian, story, chicken, children, much, more, love, horse, cow, and goat). It was neat to see even the littles signing and caregivers hand-over-hand signing with babies.

From Sharlene Anderson:

- Teen Dungeon and Dragons: We had such a fun time for this session. The teens came up with a plan to steal a pocket watch and made sure everyone was involved with the plan. The plan went great and they were able to steal the pocket watch to gain more information from the carnival owner. I think that next month we will be able to go into the fey wild and start the next section of the campaign. I think everyone is excited to start a new section of the adventure.

From Dave Kimmel:

- On September 24, Dave Kimmel drove to Danbury Local Schools for a meeting with Lea Mark, elementary art teacher, about possible collaborations. When I explained my idea for displaying

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student art at the library (as is done in Tiffin, for example), she called in the middle-school/high-school art teacher (can't recall her name), and the three of us came to an agreement about this project. I'm very excited. We're waiting for input from the board as to how we might install mountings for the art.

From Margaret Warren:

- For the month of September, I had two programs. One for adults and one for children's. The Adults we made Mason Jar Lid Pumpkins. I had 9 for my program. I had to change what I had planned for the Mason Jar Lid Pumpkin because I had a group from Live Out Loud, a disability group from Sandusky, I actually ended up helping make 3 of their pumpkins which was a lot of fun.

From Karen Wilhelm:

- On Saturday, September 7th, Corso's came over to teach a workshop that was titled Flower Arranging. We all thought we would be learning to arrange cut flowers in a vase. Much to our surprise, the presenter brought lots of live plants, soil, fairy garden accessories and everyone was able to make one large and one small arrangement in plastic vases. It was very fun and relaxing for the ten ladies who attended.

Committee Reports

Kevin Francis reported that the Wage and Finance Committee met and reviewed salary proposals for next year as well as some changes that may need to be made with exempt employees due to recent labor law changes. The budget was also reviewed. The board will discuss salaries and the budget at the November board meeting.

Items for Discussion

A. Art Rail at MPBL

Dave Kimmel is working with Danbury Schools to display student art work in the library. He would like to install an art rail in the back hallway for the display. Lindsay prepared a policy to add to the public services policies to cover the use of the space for display. The board is supportive of the idea and Lindsay will have Dave explore options for the rail.

Jim Widmer moved to adopt PS 1.53 Marblehead Peninsula Branch Library Art Display policy. Laura de Roziere seconded. Motion carried by voice vote.

B. Staff Development Day 2025

A discussion was had regarding closing the library for the day on November 20, 2025 for all staff to attend the Ohio Library Council Annual Convention. There was no action taken, but guidance was given to include the day in the library's list of closures to be approved at a future meeting.

C. Concrete and Tree at 3rd Street Entrance

Telamon approached Lindsay to point out that the plans for the 3rd Street entrance does not call for replacing all of the concrete between the library and the parking lot. Direction was sought as

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to whether the board would like to pursue quotes for a change order to replace all of the concrete and remove the tree, or simply move forward as planned. The board directed Lindsay to get quotes for the additional work.

D. Insurance Committee

A brief discussion was held regarding the need for the insurance committee to meet. Margy VanLerberghe will work with Tim McKenna to find a date to meet.

E. Irrigation StoryWalk

There are some concerns regarding the future of the StoryWalk landscaping with no means to water the landscaping. The board requested Lindsay to seek quotes for installation of an irrigation system in the StoryWalk.

Executive Session

Motion to move to Executive Session to consider complaints against a public employee made by Laura de Roziere at 6:56 pm. Second by Kevin Kast. Motion carried by roll call vote unanimously.

The board reconvened in regular session at 7:20 pm.

There being no further business to come before the Board the meeting adjourned at 7:20 pm am on a motion by Jim Widmer and a second by Lynne Kroeger. Motion carried by voice vote.

Lynne Kroeger, Secretary

Margy VanLerberghe, President

Tim McKenna, Fiscal Officer