

**IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Meeting Minutes**  
**April 11, 2024**

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was called to order on Thursday April 11, 2024 at 6:00 pm, at the Ida Rupp Public Library. The following Trustees were present: Margy VanLerberghe, Jim Widmer, Lynne Kroeger, Kevin Kast and Kevin Francis. Also present were Lindsay Faust, Director, Courtney McGrath, Assistant Director and Tim McKenna, Fiscal Officer.

Margy VanLerberghe called the meeting to order at 6:00 pm 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

Megan Osborn thanked the Trustees and commented on the benefits of attending the Public Library Association conference in Columbus.

Approval of Minutes

Lynne Kroeger made a motion to accept the March 14, 2024 Regular Meeting minutes. Jim Widmer seconded. Motion carries by voice vote.

Staff Recognition

Haley Prusik, 13 years and Tim McKenna 1 year.

Review Discussion and Approval of Financial Report

The Financial report of March 2024 was presented and reviewed by Tim McKenna. He compared the monthly Financial Statement with the Bank Reconciliation report and explained why there were differences in Revenues and Expenditures on each of the reports.

Revenue:	\$791,689.64
Expenses:	\$161,106.31

Salaries:	\$ 62,113.40
Fringe Benefits:	\$ 16,946.87
Supplies:	\$ 1,196.12
Purchased and Contracted Services:	\$ 44,101.29
Library Materials:	\$ 11,975.35
Capital Outlay:	\$ 22,021.71
Other:	\$ 2,751.57

Jim Widmer moved to accept the March 2024 Financial Report. Kevin Francis seconded. Motion carries by voice vote.

Donations to Library – March 2024

Kroger Co.:	\$124.39
Anonymous:	\$ 12.00

### Director's Report – Lindsay Faust

- PLA Conference – Four staff attended for the full conference. Four attended for one day.
  - The conference was very worthwhile.
  - Theme: Censorship and Diversity
- Renovation plans are progressing. Contract was approved by the County Prosecutor.
- Pre-construction work will begin April 15 with actual construction to begin in early May.
- Document shredding took place on April 2<sup>nd</sup>.
- Preparations for surplus sales are under way.
- StoryWalk® benches were installed by Masonry Construction.

### From Courtney McGrath

- March was a busy month. It also was the last of the onsite programming until after the renovation.
- With onsite programming ending, the staff is working with the ICS teachers to stay in contact and arrange to have any materials they need put on order.
- The Tonie Collection continues to be a big hit. There are plans to add more.

### From Laura Vollmer

- March was spent working to finalize the Summer Reading programs. The calendar set is about ready to go. This will include a location key since all programs will be held offsite and/or at the branch locations.
- The switch to the WhoFi calendar system with plans to go live on May 1.

### From Martha Love

- Shifting of adult fiction continues in preparation for renovations.
- Reference and oversized titles were reviewed and weeded.
- Two “novelty” books of the Great Lakes are being donated to the Historical Collections of the Great Lakes at the Jerome Library BGSU.

### From Alana Sutherland

- The first program for March was Erie Proving Ground on 3/2. There were 26 in attendance.
- The Eclipse program on March 6 had 60 patrons in attendance.

### From Megan Osborn

- She and Corvid Griggs had their first story time at Rainbow Acres. There were thirteen preschoolers in attendance.
- Eleven came to the story time about the color green. The children enjoyed singing and dancing to a red light and green light song.
- The first round of “grab and go” kits was a hit. There were 20 kits prepared and all went out over three days.

### From Corvid Griggs

- Kindergarten Kick-Off went well with 22 forms distributed.
- “Who Turned Out the Lights”, the program about nocturnal animals and how solar eclipses affect them went great. There were 60 attendees.

From Sharlene Anderson

- There was a month-long passive program called “Tournament of 2023’s Best Books”. Children and teens came in and voted in a March Madness bracket battle.
- There was a Ramen Creation program where teens could cook, add, and eat instant ramen without using a stove or microwave. There were nine teens in attendance.
- There have been questions and concerns about the upcoming renovations and the loss of the “teen” space during the initial part of the renovation project.

From Dave Kimmel – Marblehead Peninsula Branch Library

- March 5 and 19 there were sessions for the Marblehead Peninsula Writing Group. There were two and three participants including one via Zoom.
- On March 13, Margaret Warren conducted a “Crafting with Magoo” program for adults with fifteen participants.
- Katy Mazzeo ran two yoga sessions in March with fourteen and thirteen participants.
- March 16, Margaret Warren conducted a “Crafting with Magoo” program for kids with two participants.
- On March 28, Dave Kimmel delivered a Pizza and Movie program for teens, with six participants. This was a true experiment to get teens into the library. Given the success there will be another movie night in August and September.

From Karen Wilhelm – Erie Islands

- Fourteen children and two adults attended the DIY Birdhouse workshop on March 5<sup>th</sup>.
- The library staff was most excited about the “Craftaplooza” held at the Put-in-Bay Yacht Club on March 13<sup>th</sup>. It was a great way to share excess craft supplies with patrons who could not make the first program. Six people attended.
- Cardboard Engineering, a new program was held March 19<sup>th</sup>. Nine students in grades 4-12 came to show off their ideas.

Review of Library Statistics, Program Attendance, Upcoming Programs and the Library in the News were reviewed by Lindsay Faust.

Committee Reports – None

Items for Discussion

- A. Health Insurance Renewal: Lindsay Faust reviewed a comparison of the current health (Anthem) plan vs four other plans offered by Anthem (renewal), Medical Mutual and United Healthcare. Following discussion, Jim Widmer moved to renew the Anthem plan with a 1.5% increase in premium. Second by Kevin Francis. Motion carries by voice vote.
- B. Renovation Updates/Closure for Moving Books: Book packing and moving scheduled to begin April 23. The start date for construction is scheduled for May 8 with Telamon Construction. Project is expected to take 58 weeks.
  - a. Lindsay Faust suggested that the library be closed to the public April 22 – 26 to allow for the packing of books.
  - b. Jim Widmer moved that the Board of Trustees give Lindsay Faust the authority to close the library to the public as needed during the 58-week construction period after consulting with the Board President. Second by Kevin Kast. Motion carries by voice vote.
- C. Donations to the Library
  - a. Margaret Ruttenberg: Great Niece of Ida Rupp. She saw the “Clean Up” campaign during the 2023 Levy Ballot Issue and wants the community to know that

descendants of Ida Rupp are paying attention to all that the library, named after her great aunt, is doing for the community. She will be making a \$10,000 donation to the Ida Rupp Public Library. The Board has indicated their intention to do something “special” with this donation. There was discussion of some options including Pixel Pegs®, outdoor musical flower instruments, possibly in the StoryWalk®, along with some other ideas. Lindsay Faust will reach out to Margaret Ruttenberg to see what would be acceptable to her. There will also be a press release when the donation is received.

- b. Meredith Beck: An unrestricted donation of \$112,000 received in August 2023. Discussion of what to do with these funds was tabled until a later meeting.

The May 9, 2024 meeting will be held at the Marblehead Peninsula Branch Library

7:07 pm: Motion to adjourn by Jim Widmer. Second by Kevin Kast. Carries by voice vote.

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Margy VanLerberge, President

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Lynne Kroeger, Secretary

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Tim McKenna, Fiscal Officer