

EPLS Board Meeting Agenda
Monday, November 8th, 2021; 6:00pm
Central Branch, Rotary Room

Board Trustees Present: Kaleena Whitfield; President, Rhonda Smith; Vice President, Ray Armstrong Jr.; Secretary, Sam Battle, Jessica Schneider, Dr. Patricia Schrull, Dr. Chad Vickers

Absent: Gerald Crum, Debbie Kroupa, Melissa Clifford

Staff Present: Rob Schirhart; Fiscal Officer, Frank Szuch, Terri Miller, Rondra Davis

Visitors: Celeste Brlas; EPLS Friends

1. **Call to Order:** Ms. Whitfield call the meeting to order at 6:02pm.
2. **Welcome of Attendees:** Ms. Whitfield
3. **Public Hearing of Visitors:** Ms. Whitfield
4. **Consent Agenda Items:**
 - a. Approval of October 11th, 2021, and November 1st, 2021, Meeting Minutes
 - b. Personnel Actions:
 - New Hire: Eara Brown, PT, Assistant Librarian, South Branch
 - Hannah Philman, PT, Library Tech II, South Branch
 - Laura Renee Hess, PT, Library Tech II, Keystone
 - Resignation: Anthony Nichols, FT, Computer Network Tech
 - Nicole Schwerdt, FT, Librarian, Central Youth
 - c. Memorials:
 - Sue Lyndes \$25.00 in memory of Annette Vandersommen

Resolution #117.21: On the motion of Rhonda Smith, seconded by Jessica Schneider, the board unanimously agreed to approve the Consent Agenda Items.

5. **Fiscal Officer's Report:** Mr. Schirhart
 - Motion to create a new fund: Special Revenue: 203 ARPA/LSTA Grant. The Library has received an ARPA/LSTA Grant to offset the costs associated with the purchase and conversion of a new vehicle. The grant is in the amount of \$100,000.00. this is not a reimbursement grant. Therefore, the funds will be distributed directly to the library before the vehicle purchase is made.

Resolution #118.21: On the motion of Sam Battle, seconded by Rhonda Smith, the board unanimously agreed to create a new fund: Special Revenue: 203 ARPA/LSTA Grant for a new tech. vehicle.

Motion to amend the "2021 Permanent Operating Budget" to include the ARPA/LSTA Grant (Fund 203) for \$100,000.00. 2021 Permanent Budget was approved at the March

2021 meeting. An amended permanent budget is required if the appropriations have changed since the permanent budget was adopted. With the addition of the ARPA/LSTA Grant Fund, the library is required to submit an amended appropriation with the Lorain County Auditor.

Resolution #119.21: On the motion of Dr. Patricia Schrull, seconded by Rhonda Smith, the board unanimously agreed to approve the amended 2021 Permanent Operating Budget.

Motion for a FUND-TO-FUND transfer:

From General Fund 101.001.59999 To: Debt Service – 301.000.49999 in the amount of \$293,306.25
From General Fund 101.001.59999 To: Debt Service – 301.000.49999 in the amount of \$335,000.00
Funds received from the county auditor; proceeds collected from real estate taxes from the bond levy.
These funds are to pay the interest and principal bonds.

Resolution #120.21: On the motion of Dr. Patricia Schrull, seconded by Ray Armstrong Jr., the board unanimously agreed to the FUND-TO-FUND transfer.

Resolution #121.21: On the motion of Jessica Schneider, seconded by Ray Armstrong Jr., the board unanimously agreed to approve the Fiscal Officer's Report.

6. Director's Report: None

7. President's Report: Ms. Whitfield reported Jennifer Starkey's contract for EPLS Director has been signed. She is starting to introduce her to the community.

8. Committee Reports:

Friends of EPLS – Celeste Brlas spoke for the EPLS Friends. The book sale was a success. Working on 2022 budget, feels they are good shape for next year.

Friends of EPLS Keystone - none

Elyria Public Library Foundation – Rhonda Smith spoke for the Foundation. The Foundation is looking to fill a few open positions at the beginning of the new year. Asked if any of the board members would like to consider. They are looking at fundraisers for Spring and Fall of 2022.

AD HOC Committee – Dr. Patricia Schrull spoke for the nominating committee. Ballots were handed out and voted on. President Kaleena Whitfield will be stepping down at the end of the year. December meeting will reveal new Officers.

Resolution #122.21: On the motion of Ray Armstrong Jr., seconded by Dr. Chad Vickers, the board unanimously agreed to approve the Committee Reports.

9. Old Business: none

10. New Business: none

11. **Executive Session:** Personnel Matters

Resolution #123.21: On the motion of Dr. Patricia Schrull, seconded by Ray Armstrong, Jr., by roll call vote, the board unanimously agreed to go into executive session at 6:17pm.

Resolution #124.21: On the motion of Rhonda Smith, seconded by Ray Armstrong Jr., by roll call vote, the board unanimously agreed to come out of executive session at 6:46pm.

12. **Adjournment**

Resolution #125.21: On the motion of Ray Armstrong Jr., seconded by Rhonda Smith, the board unanimously agreed to adjourn at 6:50pm.

Next Board Meeting will be Monday, December 13th, 2021, at 6:00pm at Central Branch.
Minutes approved for November 8TH, 2021 meeting.

President

Secretary

(RLD)