

**RECORD OF PROCEEDINGS
RITTER PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR SESSION**

Meeting Date: Tuesday, April 13, 2021

The Board of Trustees of Ritter Public Library convened in regular session at 7:00 PM in the Ritter Public Library Computer Lab and via Zoom. Warden called the meeting to order with the following members and visitors present:

Lois Arnold	Present
Eileen Bulan	Present
Chad Coolidge	Present
Zack Dolyk	Absent
Pam Reese	Present
Sarah Ross	Present
Marie Warden	Present

Employees: C. Springer, J. Walk, A. Folley

Visitors: None

Certification of Notification:

Walk certified that a notice of the meeting had been published in the April 8, 2021 edition of the *Vermilion Photojournal*. In addition, to the Ritter Public Library social media outlets and Library Website.

Approval of Minutes:

Arnold moved that the March 2021 Regular Board Meeting minutes be approved as presented, and Reese seconded. The motion passed unanimously.

Warden stated that the adjournment voting was incorrect. Changed to Reese moving and Dolyk seconded. Bulan moved that the March 2021 Special Meeting Minutes be approved as corrected, and Arnold seconded. The motion passed unanimously.

Correspondence:

None

Public Comment:

None

Director's Report:

Walk reviewed the Director's report (attached).

Reviewed information about contacts to representatives about the PLF and State Budget.

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Financial Report:

Springer reviewed the Fiscal Officer's report (attached).

Warden moved to accept the financials as presented, and Reese seconded. The motion passed unanimously.

Facility Report:

The Facility Manager's report was reviewed in Ostrander's absence (attached).

Committee Report:

- **Policy Committee:**

Met this evening to discuss and create a policy for the new circulating hot spots (attached). Policy will go in effect once accepted.

Arnold moved to approve the Hot Spot Policy as presented, and Coolidge seconded. The motion passed unanimously.

Old Business:

Discussed General Fund balance and transfer (attached).

New Business:

Warden moved the adoption of the following resolution:

Be it resolved by the Board of Library Trustees of the Ritter Public Library to:

- A) Transfer \$500,000 from the General Fund (1000) to the Building Fund (4001), and*
- B) Subsequently appropriate said \$500,000 to account code 4001-760-740-0000, Building Improvements, for the year 2021 in order to complete multiple capital projects.*

These changes will be sent to the Erie County Auditor once approved.

Bulan seconded the resolution and the roll called upon its adoption. The vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Reese – Aye; Ross – Aye; Warden – Aye; Dolyk – Absent

The resolution passed unanimously.

Warden moved the adoption of the following resolution:

Be it resolved by the Board of Library Trustees of the Ritter Public Library to increase appropriation #1000-110-414-0000, Computer Services and Information by \$1,392.00 to reflect and track a donation received from the Ritter Public Library Foundation. These funds will be used to pay monthly fees for hot spots for the remainder of 2021. These hot spots will be circulated in order to assist community members in gaining internet access.

Reese seconded the resolution and the roll called upon its adoption.

The vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Reese – Aye; Ross – Aye; Warden – Aye; Dolyk – Absent.

The resolution passed unanimously.

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Warden moved the adoption of the following resolution:

Be it resolved by the Board of Library Trustees of the Ritter Public Library to increase appropriation #1000-110-324-0000 – Printing, by \$2,516.13 in order to pay a past due bill from 2018 to Bodnar Printing. The bill was originally for printing the Winter “Connections” Newsletter and postage.

Arnold seconded the resolution and the roll called upon its adoption. The vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Reese – Aye; Ross – Aye; Warden – Aye; Dolyk – Absent.

The resolution passed unanimously.

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Warden then moved the adoption of the Levy Resolution (below) (Signed version attached).

RESOLUTION 2021-LEVY

RESOLUTION (1) DECLARING THE NECESSITY OF A RENEWAL OF AN EXISTING TAX LEVY TO AVOID AN OPERATING DEFICIT AND (2) REQUESTING CERTIFICATION OF TAX DATA FROM THE ERIE COUNTY AUDITOR.

The Board of Library Trustees (“Board”) of the Ritter Public Library (“Library”), a free public library of the Vermilion Local School District (“School District”), located in Erie and Lorain Counties, Ohio, met in regular session on April 13, 2021 at 7:00 P.M., at the Library, located at 5680 Liberty Avenue, Vermilion, Ohio 44089, with the following Board members present:

Lois Arnold
Eileen Bulan
Chad Coolidge
Pam Reese
Sarah Ross
Marie Warden

Board President, Marie Warden introduced and moved for the adoption of the following Resolution:

RESOLUTION OF NECESSITY TO RENEW AN EXISTING 0.625-MILL TAX LEVY FOR THE PURPOSE OF CURRENT EXPENSES, AND REQUESTING THE ERIE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT ASSESSED TAX VALUATION OF THE ENTIRE TERRITORY OF THE VERMILION LOCAL SCHOOL DISTRICT, LOCATED IN ERIE AND LORAIN COUNTIES, OHIO, AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED DURING THE FIRST YEAR OF COLLECTION OF A RENEWAL TAX LEVY FOR CURRENT OPERATING EXPENSES OF THE RITTER PUBLIC LIBRARY PURSUANT TO SECTIONS 5705.03 AND 5705.23 OF THE OHIO REVISED CODE

WHEREAS, on November 6, 2012, the electors of the Vermilion School District approved a new 0.625-mill levy for the purpose of the current expenses of the Ritter Public Library for ten years, which levy will have its last collection in calendar year 2022; and

WHEREAS, the Board has determined that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax list and duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Library, and that it is necessary to renew

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the 0.625-mill levy in excess of the ten-mill limitation for the purpose of current expenses of the Library, for a period of ten years, commencing with a levy on the tax list and duplicate for the year 2022 to be first collected in calendar year 2023; and

WHEREAS, in accordance with Section 5705.03(B) of the Ohio Revised Code, the Board must request that the Erie County Auditor certify the total current tax valuation of the School District, and the dollar amount that would be generated by the renewal of the levy; and

WHEREAS, in accordance with Section 5705.03(B), upon receipt of a certified copy of a resolution of this Board declaring the necessity of the tax, stating its purpose, whether it is an additional levy, renewal, or replacement of an existing tax, and the relevant Sections of the Ohio Revised Code authorizing its submission to electors, and requesting said certification, the Erie County Auditor is to certify the total current tax valuation of the Vermilion School District, as the taxing authority for the Ritter Public Library, and the dollar amount of revenue that would be generated by the proposed renewal of the levy;

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Ritter Public Library, located in Erie and Lorain Counties, Ohio, two-thirds of all the members appointed thereto concurring, that:

SECTION 1. The Board hereby finds that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Library, and thus it is necessary to renew, for ten years, the existing 0.625-mill tax levy outside of the ten-mill limitation for the purpose of the current expenses for the Library, pursuant to Sections 5705.23 and 5705.03 of the Ohio Revised Code. If approved, the renewal levy shall be placed on on the tax list and duplicate for the year 2022, first collected in the calendar year 2023.

SECTION 2. The Board intends to request that the Board of Education of the Vermilion Local School District submit the question of the renewal of the subject levy to its electors at an election on November 9, 2021. The ballot measure shall be submitted to the entire territory of the Vermilion School District.

SECTION 3. The Board hereby requests the Erie County Auditor to certify to it and the Board of Education of the District the total current tax valuation of the entire territory of the District and the dollar amount of revenue that would be generated by the proposed 0.625-mill renewal tax levy described in Section 1.

SECTION 4. The Fiscal Officer is hereby authorized and directed to deliver or cause to be delivered a certified copy of this Resolution to the Erie County Auditor.

SECTION 5. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and

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all deliberations of this Board and any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law, including Ohio Revised Code Section 121.22.

SECTION 6. This Resolution shall be in full force and effect from and immediately upon its adoption.

Reese seconded the resolution and the roll called upon its adoption. The vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Reese – Aye; Ross – Aye; Warden – Aye; Dolyk – Absent.

The Resolution passed unanimously.

Move to Adjourn: With no further action or discussion, Arnold moved to adjourn, and Reese seconded. The meeting was adjourned at 7:46PM.

The meeting was adjourned until Tuesday, May 11, 2021 at 7:00 PM at the Ritter Public Library and Zoom.

Caroline Springer
Fiscal Officer

Marie Warden
President – Board of Trustees