

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

Meeting Date: Tuesday, April 11, 2023

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

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

Employees: S. Licks, C. Springer, A. Folley; J. Dufner

Visitors: Candy Fischer

Certification of Notification:

Springer certified that a notice of the meeting had been published in the April 6, 2023 edition of the *Vermilion Photojournal*. In addition, to the Ritter Public Library social media outlets and Library Website.

Approval of Minutes:

Bulan moved that the March 2023 Regular Board Meeting minutes be approved as presented, and Reese seconded. The motion passed unanimously.

Correspondence:

Licks reviewed a letter from a staff member, Angela Folley (attached). Warden stated it was a great idea.

Arnold moved to allow Angela Folley to put her Pet Food Pantry into services, and Warden seconded. The motion passed unanimously.

Discussed possibility of larger companies donating. Folley would like to start small to see how it is received. Folley thanked the Board for their support.

Public Comment:

None

Director's Report:

Licks reviewed the Director's report (attached). Discussed a webinar that surrounded bullying – a staff member suggested the addition of a bullying policy. Licks will start gathering information from other libraries. Licks will be giving some more thought and time to this issue moving forward.

**RECORD OF PROCEEDINGS
RITTER PUBLIC LIBRARY BOARD OF TRUSTEES
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Discussed an all-day conference about Book Challenges / Book Banning. There were a few speakers that are attempting to prepare libraries for an “onslaught” of book bans and challenges. Libraries will likely be vulnerable when it comes to these potential challenges, as we are a transparent organization that plays by the rules. Ritter has solid policies surrounding this issue at this time. Ashland library employees have received physical threats, which has created a great disturbance amongst their employees.

Discussed meeting with Library Design to look at the various areas that need furniture updating. Arnold suggested we look into patio furniture that is made out of recycled material, which would be in line with our “Green” philosophy.

We are also looking into a shade possibility. It would involve adding a fourth post to hook it to. Steve is looking into it further.

Facility Report:

Licks reviewed the Facility Manager’s report (attached).

Department Updates:

Licks reviewed the Department Updates (attached). Dolyk suggested Adult Services contact ODNR for the books they offer about all Ohio animals / fish / birds / insects.

The Board thanked the departments for their updates.

Financial Report:

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

Warden moved to approve funding Springer obtaining the Certified Government Financial Manager certification, and Arnold seconded. The motion passed unanimously.

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

Committee Reports:

Friends

Reese reviewed the Friends meeting (attached). Licks stated the Friends have a Dulcimer event happening next week as well.

Building & Grounds

Dolyk reported for B&G Committee. They met on March 28th. Williamson did a lot of work to get quotes for painting. One from a very small local firm, and one from a larger firm. They also met with Mike Millis and he agreed to work on the Teen Department,

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since it requires the removal of wallpaper, sanding, and painting. Estimate included \$2,250.00 for labor and \$545.00 for materials. Millis recommends using a higher quality paint.

The committee recommends that we hire Mike Millis for a price not to exceed \$3,000. The committee also recommends that we hire Patten Painting to paint the non-public areas not to exceed \$15,000 during their peak season.

We will visit the public areas at a different time.

Dolyk moved to hire Mike Millis for a price not to exceed \$3,000 and that we hire Patten Painting to paint the non-public areas not to exceed \$15,000 during their peak season. Both projects would come from the Building Fund. Arnold seconded. The motion passed unanimously.

Also discussed creating a Painting Committee in order to pick acceptable color options from which staff can pick. Licks will be on it with another staff member. Arnold volunteered on the committee as well.

Topics for Discussion:

Food for Fines for Freedge Launch

Licks has requested that the Board approve a “food for fines” day, which could help stock some Freedge items. Will coincide with the Freedge launch and the Summer Reading Program. Arnold thought it might be a little too niche of a group. Warden suggested that for those who do not have fines, could get a free booksale book or coupon. We can also explore other options. Perhaps a “brag” wall so people can put their name up on the wall when they donate.

Old Business:

None

New Business:

Legislative Day, April 26

Licks discussed Legislative Day. Licks and Springer will attend. It would be lovely to have a Board member in attendance as well. Licks reviewed the schedule for the day. Deadline to register is April 19, 2023. Could consider asking someone from the Foundation Board.

Trustee Dinner, May 4, in Independence

Licks advised the Trustees about the final Trustee Dinner for any interested Board Members.

**RECORD OF PROCEEDINGS
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Warden moved the adoption of the following resolution:

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

#1000-110-410-1100 Library Materials & Information Subscription Box Materials by \$650

#1000-110-379-0000 Other – Professional Services by \$350 (movie licensure)

#1000-110-413-0030 Audiovisual Materials (Adult) by \$1000 (Binge Boxes)

These increases will serve to display and track a \$2,000.00 donation from the Ritter Public Library Foundation in partnership with the Hindmarsh Foundation.

Bulan seconded the resolution and the roll called upon its adoption. The vote resulted as follows:

Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Warden – Aye; Ross – Absent.

Warden reviewed the document provided by Aimee Adams, our new Youth Services Manager (attached). Discussed where the funding will come from.

Warden moved the adoption of the following resolution:

Be it resolved by the Board of Library Trustees of the Ritter Public Library to grant additional funds to support the rebuild of the Juvenile Non-Fiction collection and make immediate purchases in 2023 in addition to the current Juvenile materials budget previously allocated. The

Board agrees to appropriate \$15,000.00 from the Edge Estate Fund and \$15,000.00 from the Kovanic Fund in order to assist with updating the collection. Reese seconded the resolution and

the roll called upon its adoption. The vote resulted as follows:

Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Warden – Aye; Ross – Absent.

Arnold suggested, regarding recognizing people's donations, that the Art Committee create a policy on how people and organizations are recognized so that it is uniform moving forward. Will consider this further.

Insurance Renewal

Springer present the Board with the proposed insurance renewal (attached). The renewal will be with the same insurance company, Anthem Blue Cross Blue Shield, with a 4.38% increase (includes a \$1500.00 credit). Springer also presented the Board with information about switching our Dental and Vision coverage to Anthem as well. This switch would include increased services and lower premiums.

**RECORD OF PROCEEDINGS
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Warden moved to renew insurance with Anthem and switch Dental and Vision to Anthem as well. Coolidge seconded. The motion passed unanimously.

Move to Adjourn: Reese moved to adjourn the meeting and Dolyk seconded. The motion passed unanimously. The meeting was adjourned at 8:39PM.

The meeting was adjourned until Tuesday, May 9, 2023 at 7:00 PM at the Ritter Public Library.

Caroline Springer
Fiscal Officer

Marie Warden
President – Board of Trustees