

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

Meeting Date: Tuesday, June 14, 2022

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

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

**Employees:** C. Springer, J. Walk

**Visitors:** Candy Fischer

**Certification of Notification:**

Walk certified that a notice of the meeting had been published in the June 9, 2022 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 May 2022 Regular Board Meeting minutes be approved as presented, and Reese seconded. The motion passed unanimously.

**Topics of Discussion:**

Lorain County Libraries need to meet to discuss the PLF vote. Walk and Warden will meet this month with the rest of the libraries to discuss.

**Correspondence:**

None

**Public Comment:**

None

**Director's Report:**

Walk reviewed the Director's report (attached).

Traffic, visits, and program attendance are all up.

**Facility Report:**

Walk reviewed the Facility Manager's report (attached).

Discussed IAP meeting. We are currently waiting for a quote from IAP to start with the process.

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**Financial Report:**

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

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

**Committee Reports:**

**Foundation**

Dolyk stated the Foundation voted to move forward with the Ritter Links event, as are the Friends. We will have a Friday evening adults only event, and Saturday family event. If there are unforeseen circumstances, it is possible to back out. Both groups are very excited. Income will be shared equally, but the Foundation will cover any shortfalls. Candy Fischer stated that all the libraries in Geagua County do these events annually, which are very successful. Fischer stated she hopes this will be a "friend-raiser." Both groups are looking forward to working together. The next meeting will be on July 13<sup>th</sup> at 4PM.

**Friends**

Warden stated that the Friends have purchased two Squares so that they could use them to check people out during the annual book sale. Reenie Rak and Betsy Wakefield have both donated iPads for the checkout process. The Friends very much appreciate Chloe Brown for her assistance with marketing materials. Robin will be reaching out to former members to see if they'd like to renew. Newsletters will be sent to the members that are currently on the website. Friends Present have lined up folk group Andy & Judy for their next concert. The Friends are also working on the Little Free Library in Harbortown. Brewed Awakenings and the YMCA have been stocked with books as well. They have created a committee to work with the Foundation for the Ritter Links event. They also discussed volunteers or "ambassadors" during the event to help people throughout the library. Their current treasury balance is \$15,079.80.

**Old Business:**

None

**New Business:**

*Warden moved the Board into executive session to discuss the employment of a public employee. Decisions may be made as a result of executive session. Bulan seconded the motion. The roll call vote resulted as follows:*

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

*Board moved into executive session at 7:18PM  
Board moved out of executive session at 7:46PM*

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Regular session resumed at 7:46PM.

Warden moved that the Board of Library Trustees of Ritter Public Library, with great regret, accept Joy Walk's resignation as Director, as of July 15<sup>th</sup>, 2022. Ross seconded. The motion passed unanimously.

Warden moved to separate the Facilities Manager position from the Director's position. Bulan seconded. The motion passed unanimously.

An ad-hoc committee will be decided to create Facilities Manager job description and decide on a salary range. Ross, Dolyk, and Warden have volunteered to be on this committee, with Dolyk as chair.

Warden moved to search for, and hire, a consultant to conduct a Director's search. Reese seconded. The motion passed unanimously.

Walk will speak with IT Manager, Paul Lima to take on the Interim Director position, as following the policy.

Dolyk stated that the Ohio Attorney General released a suggested sign for businesses wherein firearms are illegal. Walk will check our current signs and update if needed.

**Move to Adjourn:** Arnold moved to adjourn. Reese seconded. The motion to adjourn passed unanimously.

The meeting was adjourned at 8:00PM until Tuesday, July 12, 2022 at 7:00PM at the Ritter Public Library.

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Caroline Springer  
Fiscal Officer

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Marie Warden  
President – Board of Trustees