

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

Meeting Date: Tuesday, September 14, 2021

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	Absent
Sarah Ross	Present
Marie Warden	Present

Employees: C. Springer, J. Walk

Visitors:

Certification of Notification:

Walk certified that a notice of the meeting had been published in the September 9th, 2021 edition of the *Vermilion Photojournal*. In addition, it was posted to the Ritter Public Library social media outlets and Library Website.

Approval of Minutes:

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

Warden moved the Board into executive session to discuss the preparation of the collective bargaining strategy, and Arnold seconded. The Library Board's attorney, Susan Anderson, was present. Warden stated that no action would be taken after executive session.

The roll call vote resulted as follows:

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

Board moved into executive session at 7:02PM.

Board moved out of executive session at 8:03PM.

Regular session resumed at 8:03PM.

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Correspondence:

None

Public Comment:

None

Facility Report:

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

Director's Report:

Walk reviewed the Director's report (attached).

Discussed the State Delivery Service failures. Decided that we may create some kind of explanation to provide to patrons.

Financial Report:

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

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

Committee Reports:

Levy Information Committee:

Discussed the Levy Information Committee meetings. Bulan commented that Read Wakefield has been an excellent contribution to the Levy Committee. Discussed the ideas proposed for the campaign signs. The Levy Information Committee will also send out postcard mailers for the library. The committee received donations from OAPSE and the Friends of Ritter Public Library.

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 increase appropriation #1000-760-750-0000 by \$13,716.40 to reflect and track a donation made by the Ritter Public Library Endowment Board. This donation will fund the purchase of furniture for Ritter Public Library's new community room.

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 – Absent; Ross – Aye; Warden – Aye.

The resolution passed unanimously.

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Walk and Springer reviewed the bids for the Interior Renovation Project. Two bids were received (attached). Jae Cho, the architect with CBLH who is consulting with the library, provided a letter recommending a bid. Springer read the letter (attached) which stated that it was recommended that the contract be awarded to William’s Brothers Builders, INC. for the base bid of \$135,600.00.

Warden moved to award William’s Brothers Builders, INC. the Interior Renovation Project contract for their base bid of \$135,600.00, authorizing Springer and Walk to approve payments, which will come from the money appropriated in the Building Fund, and Bulan seconded. The motion passed unanimously.

Old Business:

None.

Move to Adjourn: Bulan moved to adjourn at 8:38PM, and Arnold seconded. The motion passed unanimously.

The meeting was adjourned until Tuesday, October 12, 2021 at 7:00 PM at the Ritter Public Library.

Caroline Springer
Fiscal Officer

Marie Warden
President – Board of Trustees