BOARD OF TRUSTEES
MENTOR PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES AUGUST 19, 2026

I. CALL TO ORDER/ROLL CALL: 6:00 p.m. by President Sue Wilcosky

- *Present:* Sue Wilcosky, Laurie Kosanovich, Jen McGee, Sarah Strang, Chris Gallagher, Greg Markell, Kati Fink
- *Staff Present:* Cheryl Kuonen, Colleen Snyder, Jen Grill, Sue Fram
- *Others Present:* Christian Milleson, Designer MKC Architects (formerly StudioTECHNE) on TEAMS; Shawna Goostree, incoming Fiscal Officer; Keith Segina, staff SEIU Representative

II. MKC TEAMS UPDATE – Christian Milleson, Construction Administrator

Christian Milleson provided an update on the construction.

- Outside work:
  - Steel work will begin on the garage. (*Update: steel arrived August 24*.)
  - Grading is taking place around the garage and pavilion to allow for proper drainage.
  - Footers for the pavilion have been installed and steel work will begin when the steel is onsite.
- Main Library:
  - Demo continues in preparation for the transfer of materials into the building and for building the new structure.
  - Footers are being poured for the new entrance.
  - Portions of the existing concrete slab are being removed to make way for new foundation footers and steel to support the 2nd floor additions in teen and children's.
- MKC continues to review itemized change orders for any product or cost changes and is working to mitigate additional costs. We may see materials price increases and the price of gas may also affect costs as work progresses.
- An onsite meeting is scheduled for next Tuesday, including a 2-week look ahead of what to expect. Construction meetings will be held weekly going forward.

The change order process was reviewed. The Board had approved $300,000 in contingency funds as part of the contract which will be used for change orders. Mrs. Snyder added that the $300,000 was approved in advance so as not to slow down the construction process and require Board approval for every change order. Change orders are not guaranteed to be accepted and may not represent a cost increase. As they are negotiated, sometimes a change can result in a credit.

As there were no further questions, Mr. Milleson left the meeting at 6:13 p.m.

Mrs. Kuonen stated that the reconfiguration of the SharonLee parking to create a turnaround will incur a cost increase and that asphalt has increased in price .

III. APPROVAL OF MINUTES

A. Approval of the Special Meeting Minutes of July 8, 2026.

#26-064 RESOLUTION: **#26-064**
APPROVAL OF THE SPECIAL MEETING MINUTES OF JULY 8, 2026

On a motion by Mrs. Kosanovich, seconded by Ms. McGee, the Board resolved that the Minutes of the Special Board Meeting of July 8, 2026 be adopted as presented.

Roll Call: Ayes (7) Mrs. Kosanovich, Mrs. Strang, Mr. Gallagher, Mr. Markell, Mrs. Fink, Ms. McGee, Mrs. Wilcosky; Nays (0). Motion carried.

B. Approval of the Regular Meeting Minutes of July 15, 2026.

#26-065 RESOLUTION: **#26-065**
APPROVAL OF THE REGULAR MEETING MINUTES OF JULY 15, 2026

On a motion by Mr. Gallagher, seconded by Mr. Markell, the Board resolved that the Minutes of the Regular Board Meeting of July 15, 2026 be adopted as presented.

Roll Call: Ayes (6) Mrs. Kosanovich, Mrs. Strang, Mr. Markell, Mrs. Fink, Ms. McGee, Mrs. Wilcosky; Abstain (1) Mr. Gallagher; Nays (0). Motion carried.

IV. PUBLIC COMMENT ON AGENDA ITEMS - none

V. REPORTS

A. President's Report, Sue Wilcosky - none

B. Library System – Cheryl Kuonen

i. Donations

#26-066 RESOLUTION: **#26-066**
DONATIONS

On a motion by Mrs. Strang, seconded by Ms. McGee, the Board resolved to accept the donation(s) as presented.

Mrs. Kuonen highlighted a $2,000 donation that was suggested to be used "perhaps for speakers' fees". It has been mentioned to managers that there are extra funds available for speakers. We have speakers scheduled for the rest of the year and prior to the donation to cover the $2,000 donation.

Roll Call: Ayes (7) Mr. Gallagher, Mrs. Kosanovich, Ms. McGee, Mrs. Strang, Mr. Markell, Mrs. Fink, Mrs. Wilcosky; Nays (0). Motion carried.

ii. Director's Report

Director Updates

- We are doing our best to meet meeting room reservation requests using the Lake Branch and The HUB when Main's Village Room is booked. Community book groups have said that they enjoy meeting in The HUB space.

- A QR code is being created to post by the Friends' On-Going Book Sale shelves. The code will take people right to the Zeffy website to donate online.
- All-staff meetings were held yesterday. A representative from Lifeline listed and explained the many programs that Lifeline offers to help our community in need. Ariel Johnson introduced our new staff training page on SharePoint. This site is a warehouse of training sites and is subject-searchable for on-demand training. Mrs. Kuonen continues to upload construction photos to SharePoint as well.
- A Candidates and Issues Event will be held at Main on Thursday, October 1. The League of Women Voters is working on a list of officials to invite. Several of our area representatives and judges are on the ballot as well as the Mentor Schools levy. An off-duty officer will be present.
- The September Oak Grove Planting has been postponed until May 2027 due to ongoing construction and compacted soil. Representatives Jamie Callender and Dan Troy, and Senator Jerry Cirino were invited to attend the September tree planting but will be given a tour of the Main Campus construction project, date to be decided.
- Mrs. Kuonen had a very positive meeting with representatives from Midwest and Hoopla today. In a change in processes, studios can sell movie rights to Midwest so that DVDs can be printed on demand as needed. Midwest is also reaching out to streaming services for rights. 20,000 titles were blocked in July as they appeared to be created by AI. Any selections created for children by AI can be filtered out by staff.

  In 2025, over 17,000 titles were checked out only once in Hoopla, and 53 titles were checked out 26 times. This fall, Hoopla will be partnering to offer a Harry Potter graphic novel Christmas Special themed book.

C. Financial – Colleen Snyder, Fiscal Officer

i. Financial Reports, July 2026

#26-067 FINANCIAL REPORTS JULY 2026

#26-067 RESOLUTION:
On a motion by Mrs. Strang, seconded by Mrs. Fink, the Board resolved that the Financial Reports for the month of July 2026 be accepted and filed – Cash Reconciliation, Fund Summary Report, Outstanding Check Listing, Revenue Reports and Expense Control Report.

Mrs. Snyder stated that she will prepare a report that lists changes orders that have been approved and will keep tally of the $300,000 contingency to be used for change orders. To date, no change orders have been approved.

The Tax Budget meeting with the Lake Count Commissioners was held this morning. As no decisions were made, another public meeting will be held in regards to collecting levies. The Library's Tax Budget was reviewed and included 5-year projections showing our revenues and fund balances decreasing and expenses increasing over time. Our library's 2MIL levy was passed in 2012 and is now collecting at 1.18MIL. When the levy was passed in 2012, we anticipated extending the levy through 2028, but it now appears that we will be able to extend the levy to at least 2031. Although the Ohio Department of Taxation only certified the first six months of 2027 revenues, the Budget Commission advised planning on a full year's worth for next year when reporting 2027 estimates to the County. Mr. Galloway predicted that the libraries will not have their funding cut to

$0 but will remain stable. Mrs. Kuonen mentioned how many resources are shared between libraries in Lake County and with the Clevnet Libraries.
The officials commented that our library's programming and presence on social media is very good. As a side note, Mrs. Kuonen added that LaDonna's cooking program today was filled and 24 new people attended.

Roll Call: Ayes (7) Mr. Markell, Mrs. Fink, Ms. McGee, Mrs. Strang, Mr. Gallagher, Mrs. Kosanovich, Mrs. Wilcosky; Nays (0). Motion carried.

ii. Ratification of July 2026 Bills

#26-068
RATIFICATION OF JULY 2026 BILLS

#26-068 RESOLUTION:
On a motion by Mrs. Fink, seconded by Mrs. Strang, the Board resolved that the Bills paid in July 2026 evidenced by the July Voucher Summary Report be approved.

Payment was made to Lakeland Construction in the amount of $130,562.88.

Roll Call: Ayes (7) Mrs. Fink, Ms. McGee, Mr. Markell, Mr. Gallagher, Mrs. Kosanovich, Mrs. Strang, Mrs. Wilcosky; Nays (0). Motion carried.

iii. Investments

#26-069
INVESTMENTS JULY 2026

#26-069 RESOLUTION:
On a motion by Mr. Gallagher, seconded by Mr. Markell, the Board resolved that the Investments for July 2026 be approved as presented.

Mrs. Snyder stated that the current interest rates are very similar to last year at this time. Although we had predicted that interest income would be decreasing, it has remained very stable.

Roll Call: Ayes (7) Mrs. Strang, Mr. Gallagher, Mrs. Kosanovich, Mrs. Fink, Ms. McGee, Mr. Markell, Mrs. Wilcosky; Nays (0). Motion carried.

iv. Deposit Agreements

#26-070
DEPOSIT AGREEMENTS

#26-070 RESOLUTION:
On a motion by the Joint Committee, seconded by Mrs. Kosanovich, the Board Resolved that The Mentor Public Library Board of Trustees approve the Memorandum of Agreement for Deposit of Public Funds with JP Morgan Chase Bank, N.A. to be the depository of Active and Interim Funds of the Mentor Public Library for a period of five years, commencing on August 20, 2026 ending August 19, 2031.

And further Resolve The Mentor Public Library Board of Trustees approve the Memorandum of Agreement for Deposit of Public Funds with KeyBank National Association to become an eligible depository of Active and Interim Funds of the Mentor Public Library for a period of five years, commencing on August 20, 2026 ending August 19, 2031.

Be it further resolved that The Mentor Public Library Board of Trustees continue investing with Star Ohio (an investment pool for local governments and school districts) administered by the

Ohio Treasurer's Office) and MBS Securities (fixed income securities broker-dealer used to purchase Certificates of Deposit commonly known as CDs).

Mrs. Snyder stated that we are staying with JP Morgan Chase with KeyBank as a secondary depository and continue investing with Star Ohio.

Roll Call: Ayes (7) Mrs. Strang, Mr. Markell, Mrs. Fink, Mrs. Kosanovich, Ms. McGee, Mr. Gallagher, Mrs. Wilcosky; Nays (0). Motion carried.

D. Board Committees

i. 2027 Calendar

#26-071 RESOLUTION: **#26-071**
On a motion by the Joint Committee, seconded by Mrs. Kosanovich, the Mentor Public Library Board of Trustees resolved to adopt the 2027 Calendar as presented. **2027 CALENDAR**

Roll Call: Ayes (7) Mrs. Kosanovich, Mrs. Strang, Mr. Gallagher, Mr. Markell, Mrs. Fink, Ms. McGee, Mrs. Wilcosky; Nays (0). Motion carried.

VI. NEW BUSINESS

A. Mentor Public Library – Greg Markell
Mr. Markell related a story regarding a senior's memories sparked by looking at certain library history books. Jason Lea will be highlighting this story on our library's YouTube channel as well as other patron stories about impacts that the library has made in their lives.

VII. OLD BUSINESS

A. Master Plan – discussed earlier

B. Progress Log – as presented

VIII. PUBLIC PRESENTATION TO THE BOARD – none

IX. NEXT MEETING TIME AND PLACE ANNOUNCED:
The next meeting is at 6:00 p.m. on Wednesday, September 16, 2026 at the Main Library

X. ADJOURNMENT

#26-072 RESOLUTION: **#26-072**
Mrs. Wilcosky adjourned the meeting at 6:41 p.m. without objection. **ADJOURNMENT**

SUBMITTED BY: _____Secretary

APPROVED BY: _____**President**