BOARD OF TRUSTEES
MENTOR PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES MARCH 18, 2026

I. CALL TO ORDER/ROLL CALL: 5:58 p.m. by Vice President, Laurie Kosanovich

- *Present:* Laurie Kosanovich, Jen McGee, Sarah Strang, Greg Markell, Chris Gallagher
- *Excused:* Sue Wilcosky
- *Staff Present:* Cheryl Kuonen, Colleen Snyder, Jen Grill, Sue Fram
- *Others Present:* Marco Ciccarelli, Architect and Christian Milleson, Project Designer of StudioTECHNE via Teams; Keith Segina, staff SEIU Representative

II. TEAMS CONFERENCE WITH MARCO CICCARELLI AND CHRISTIAN MILLESON

Mr. Ciccarelli and Mr. Milleson addressed the Trustees to provide updates regarding the Main Campus Project.

Mr. Ciccarelli:

- Permits are expected to be wrapped up in the next couple of days.
- The contractor expects to mobilize after Easter (April 6).
- The schedule of drawings is expected soon for purposes of billing and invoicing, and a payout schedule will be produced in the first few weeks.

Mr. Milleson

- Christian is in day-to-day contact with Lakeland Construction.
- He is engaged in submittal reviews as a quality control process and is reviewing each product and system to be used on the project for quality standards. Procore software is being used to keep track of submittals and as a communications tool.

Trustee questions answered:

- Tanya Dorsey is the project manager for Lakeland Construction and maintains the schedule and flow of information for Lakeland. Ken Skilton is the Superintendent on site. Weekly progress meetings will be held and minutes will be provided.
- Risks – The project is bought out and materials should start arriving soon. The steel being used is all domestic. Disruptions to supply chains are unpredictable as are natural disasters and may affect timelines but are not expected at this time.
- Outdoor shelter roof vs high winds – The shelter is steel framed and very heavy with concrete foundations. It would take a significant act to move it.

Mr. Ciccarelli and Mr. Milleson left the meeting at 6:10 p.m.

III. APPROVAL OF MINUTES

A. Approval of the Regular Meeting Minutes of February 18, 2026.

#26-022
APPROVAL OF THE REGULAR MEETING MINUTES OF FEBRUARY 18, 2026

#26-022 RESOLUTION:

The approval of Regular Meeting Minutes of February 18, 2026 was tabled due to lack of a voting quorum. These minutes will be presented for vote at the April 15, 2026 Board meeting.

IV. PUBLIC COMMENT ON AGENDA ITEMS - none

V. REPORTS

A. President's Report – Mrs. Kuonen for Mrs. Wilcosky
Mrs. Kuonen stated that Mrs. Wilcosky will be appointing two Trustees to attend interviews for a Mentor Library Trustee, replacing Andrew Mitcham, to be held by the Mentor School Board on one of the following dates: April 27, 28, or 29, 2026.

B. Library System – Cheryl Kuonen

i. Donations

#26-023 RESOLUTION: **#26-023**
On a motion by Mrs. Kosanovich, seconded by Ms. McGee, the Board resolved to accept the donation(s) as presented. **DONATIONS**

The Donation Report included donations received from Huntington Learning Center and Cleveland Clinic in support of Summer Reading 2026. Additionally, a fourth donation of $10,000 was gratefully received from Mr. and Mrs. William Robertson for the Greenspace project; donations over the last 4 years total $40,000 from the Robertsons and are going into the Building Fund for the project.

Roll Call: Ayes (5) Mr. Gallagher, Mrs. Kosanovich, Mr. McGee, Mrs. Strang, Mr. Markell; Nays (0). Motion carried.

ii. Director's Report

Director Updates

- Mrs. Kuonen attended Legislative Day in Columbus on March 17 and 18 and was on a panel that addressed working with State Officials on advocacy.
  Mrs. Kuonen met with Representatives Jamie Callender and Dan Troy, who were very gracious with their time and are supportive of the library. Clevnet's resource sharing handout was given which details a $19 ROI for every $1 spent.

  Bills OLC is watching:
  - HB413 - This is the 'open the checkbook' bill and would require fiscal officers of all public entities to upload all Revenue and Expense information to a central database controlled by the state. As the bill is currently written, Fiscal Officers would need to do this annually for the first 5 years and then every 6months after that. This is an unfunded mandate to all public entities. This bill could make it easier for cybercriminals to phish/steal from public entities. Depending on the detail required, staff names and salaries may be listed in the database.
  - HB420 - This bill eliminates all continuing levies and requires entities to put a levy on the ballot to continue that funding. Currently, the Library receives a homestead exemption rollbacks credit which could be lost when a new levy is proposed.

- Rock n' Roll Hall of Fame member passes are being added to the Library of Things.

C. Financial – Colleen Snyder, Fiscal Officer

i. Financial Reports, February 2026

#26-024 RESOLUTION:
On a motion by Mrs. Strang, seconded by Ms. McGee the Board resolved that the Financial Reports for the month of February 2026 be accepted and filed – Cash Reconciliation, Fund Summary Report, Outstanding Check Listing, Revenue Reports and Expense Control Report.

#26-024 FINANCIAL REPORTS FEBRUARY 2026

Mrs. Snyder reported that the first half advance of real estate taxes was received in February and the second half should arrive at the end of March or beginning of April.

Roll Call: Ayes (5) Mr. Markell, Ms. McGee, Mrs. Strang, Mr. Gallagher, Mrs. Kosanovich; Nays (0). Motion carried.

ii. Ratification of February 2026 Bills

#26-025 RESOLUTION:
On a motion by Mr. Gallagher, seconded by Mrs. Strang, the Board resolved that the Bills paid in February 2026 evidenced by the February Voucher Summary Report be approved.

#26-025 RATIFICATION OF FEBRUARY 2026 BILLS

Roll Call: Ayes (5) Ms. McGee, Mr. Markell, Mr. Gallagher, Mrs. Kosanovich, Mrs. Strang; Nays (0). Motion carried.

iii. Investments

#26-026 RESOLUTION:
On a motion by Mrs. Kosanovich, seconded by Mrs. Strang, the Board resolved that the Investments for February 2026 be approved as presented.

#26-026 INVESTMENTS FEBRUARY 2026

Mrs. Snyder reported that two CDs came due in February and two replacements were purchased. Interest rates appear to be holding steady.

Roll Call: Ayes (5) Mrs. Strang, Mr. Gallagher, Mrs. Kosanovich, Ms. McGee, Mr. Markell; Nays (0). Motion carried.

iv. 2026 Annual Appropriations

#26-027 RESOLUTION:
On a motion by the Joint Committee, seconded by Mrs. Kosanovich, the Mentor Public Library Board of Trustees resolved to approve the 2026 Annual Appropriations as presented.

#26-027 2026 ANNUAL APPROPRIATIONS

Mrs. Snyder stated that she will present a half-year review to keep Trustees appraised. The new Deputy Fiscal Officer will be starting in mid-to-late April.

There is not much change in the appropriations from last year. $175,000 is budgeted for the Accumulated Leave Fund.

Roll Call: Ayes (5) Ms. McGee, Mr. Gallagher, Mrs. Strang, Mrs. Kosanovich, Mr. Markell; Nays (0). Motion carried.

v. Ohio TechCred Grant

#26-028 RESOLUTION: **#26-028**
OHIO TECHCRED GRANT

On a motion by the Joint Committee, seconded by Mrs. Strang, the Mentor Public Library Board of Trustees resolved to accept the Ohio TechCred Grant in the amount of $30,000. This grant provides training to 15 employees on managing projects with MS365. This is a reimbursing grant. The Library will pay Cleveland State University for the class and will be reimbursed through the TechCred Grant.

Mrs. Snyder stated the payment to Cleveland State will be made at the end of the month. Classes end at the middle of April.

Roll Call: Ayes (5) Mrs. Strang, Mr. Markell, Mrs. Kosanovich, Ms. McGee, Mr. Gallagher; Nays (0). Motion carried.

vi. Fund Advances

#26-029 RESOLUTION: **#26-029**
FUND ADVANCES

On a motion by the Joint Committee, seconded by Mr. Gallagher, the Mentor Public Library Board of Trustees resolved to approve the following fund advance:

	FROM	TO
General Fund	**$30,000**	
Special Revenue Fund		**$30,000**

This advance is for the TechCred reimbursing grant to pay Cleveland State. When the grant money is received from TechCred, the $30,000 advance will be returned from the Special Revenue Fund to the General Fund.

Roll Call: Ayes (5) Mr. Markell, Mrs. Kosanovich, Ms. McGee, Mr. Gallagher, Mrs. Strang; Nays (0). Motion carried.

D. Board Committees - none

VI. NEW BUSINESS - none

VII. OLD BUSINESS

A. Master Plan – Mrs. Kuonen
Discussed earlier in the meeting.

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, April 15, 2026 at the Main Library.

X. ADJOURNMENT

#26-030 RESOLUTION: **#26-030**
Mrs. Kosanovich adjourned the meeting at 6:38 p.m. without objection. **ADJOURNMENT**

SUBMITTED BY: _____Secretary

APPROVED BY: _____President