BOARD OF TRUSTEES
MENTOR PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES NOVEMBER 12, 2025

I. CALL TO ORDER/ROLL CALL: 6:47 p.m. by President, Sarah Strang

- *Present:* Sarah Strang, Andrew Mitcham, Sue Wilcosky, Jen McGee, Christopher Gallagher, Greg Markell
- *Excused:* Laurie Kosanovich
- *Staff Present:* Cheryl Kuonen, Colleen Snyder, Jen Grill, Sue Fram
- *Others Present:* Keith Segina, staff SEIU representative

II. APPROVAL OF MINUTES

A. Regular Board Meeting Minutes of October 15, 2025

#25-098 APPROVAL OF REGULAR MEETING MINUTES OF OCTOBER 15, 2025

#25-098 RESOLUTION:
On a motion by Mr. Markell, seconded by Mrs. Wilcosky, the Board of Trustees of the Mentor Public Library resolved that the Minutes of the Regular Board Meeting of October 15, 2025 be adopted as presented.

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

III. PUBLIC COMMENT ON AGENDA ITEMS – none

IV. REPORTS

A. President's Report –Sarah Strang

Nominating Committee: Mr. Mitcham and Mr. Gallagher were appointed to the Nominating Committee. Their recommendations for the slate of officers will be heard at the December Board Meeting, and a vote will be taken at the January Organizational Meeting.

B. Library System – Cheryl Kuonen

i. Donations

#25-099 DONATIONS

#25-099 RESOLUTION:
On a motion by Mr. Gallagher, seconded by Mrs. Wilcosky, the Board of Trustees of the Mentor Public Library resolved to accept the donation(s) as presented.

Mrs. Kuonen noted a donation from Mentor Youth Basketball in gratitude for use of our meeting room in October, and the Pollinator Garden donation by First Energy.

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

ii. Director's Report

Director Updates:

- "Thank Yous" and cookies were placed out at all locations on November 11, Veterans Day.
- Over 100 patrons attended Jane Austen's 250th Birthday Party and Dance at the Main Library on November 8 and it was a very successful event.
- Staff will once again be adopting families to receive our Christmas gifts.
- The Library will have a low-key email drive for Giving Tuesday on December 2 using Zeffy, an online donation platform for non-profits. Additionally, Rooted in Trees will be having an online campaign on Giving Tuesday to support the Main Library's "Oak Grove" trees in the new greenspace.
- Staff Development Day is Friday, December 5 from 8 a.m. to 4 p.m. The library is closed, but Trustees are welcome to pop in at any time.
- The "Hold Lockers" at Mentor High School are now disabled as the licensing ran out on November 1. The lockers were originally ordered in 2020 during the pandemic to allow patrons to safely access library materials and were purchased with State COVID funding. Library costs included a $7,500 annual service agreement which included the licensing fee of $3,500. As the lockers' use has dramatically declined to only a few users they are being retired. The lockers are now rusty and difficult to move. Although the library owns these lockers outright, they would require electrical and network connections and a shelter to make them serviceable at any of our library locations. Clevnet will remove the hold location in the library catalog.

C. Financial – Cheryl Kuonen for Colleen Snyder, Fiscal Officer

i. Financial Reports, October 2025

#25-100 FINANCIAL REPORTS OCTOBER 2025

#25-100 RESOLUTION:
On a motion by Mrs. Strang, seconded by Ms. McGee, the Board resolved that the Financial Reports for the month of October 2025 be accepted and filed – Cash Reconciliation, Fund Summary Report, Outstanding Check Listing, Revenue Reports and Expense Control Report.

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

ii. Ratification of October 2025 Bills

#25-101 RATIFICATION OF OCTOBER 2025 BILLS

#25-101 RESOLUTION:
On a motion by Mrs. Wilcosky, seconded by Mrs. Strang, the Board resolved that the Bills paid in October 2025 as evidenced by the October Voucher Summary Reports be approved.

Mrs. Snyder brought attention to a recent News-Herald piece regarding OhioCheckbook.com, whereby government entities post their check payments on a public website for financial

transparency. Some State lawmakers want to make this a requirement for every government entity. At our Library, anyone can make a public records request for this information at any time.

In the current climate of cyber criminality, there has been an increase over the past few years of redirects to fraudulent vendors by criminal entities. While posting information to a State website increases transparency, it also gives criminals critical information (vendors, amounts paid, frequency of payments, etc.). These vendor redirects are on the State Auditor's watchlist. Mrs. Snyder learned at a CPIM Training class last week in Columbus that a very high percentage of cyber-thefts have been on government entities in Ohio.

Currently, a request comes yearly from Open The Books requesting the names , positions, and salaries of all library employees. Criminals can use this information to format emails directed to employees that appear to be legitimate management correspondence.

At some point the Board and Administration will have to decide whether we will give accounting information to public records requests that appear questionable and it is possible that it could progress to litigation.

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

iii. Investments

#25-102 RESOLUTION: **#25-102**
On a motion by Ms. McGee, seconded by Mrs. Wilcosky, the Board resolved that the Investments for October 2025 be approved as presented. **INVESTMENTS OCTOBER 2025**

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

D. Board Committees

i. Master Plan Contractor
The kick-off meeting with Lakeland Construction will take place on Monday, November 24 at 9:00 a.m. Administration will meet the whole construction team. All the paperwork is finished and has been signed, and the purchase order was issued. The project timeline is in the works.

V. NEW BUSINESS - none

VI. UNFINISHED BUSINESS

A. Statehouse Update
H.B. 137 changes the wording regarding taxing authorities placing a levy on the ballot from "shall" to "may", giving a taxing authority the right to deny the levy request to the library.

In the State Budget, language was added that a County could piggyback on the State's homestead exemption for people who qualify by age and income level. Libraries are

reimbursed or “made whole” through a rollback for the State-granted homestead exemptions, however there is no language that would reimburse for a County piggyback homestead exemption. In the worst-case scenario, our library would stand to lose an estimated $93,000 in levy collections next year. All entities that have a levy (cities, parks, fire departments, etc.) would also lose money, including Mentor Schools who could lose up to $2.2M next year and may need to cut programs and services. This proposal is a response to reducing property taxes for seniors, but in reality, a household would receive a reduction of less than $100 per year. The Lake County Commissioners approved the “piggyback” for the 2025 tax year at the end of October.

B. Progress Log - as presented

VII. PUBLIC COMMENT ON AGENDA ITEMS - none

VIII. NEXT MEETING TIME AND PLACE ANNOUNCED:

The next meeting is at 6:00 p.m. on **Wednesday, December 17, 2025** at the Main Library.

IX. ADJOURNMENT

#25-103 RESOLUTION: **#25-103 ADJOURNMENT**

Mrs. Strang adjourned the meeting at 7:15 p.m. without objection.

SUBMITTED BY: _____Secretary

APPROVED BY: _____President