BOARD OF TRUSTEES
MENTOR PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES OCTOBER 16, 2024

I. CALL TO ORDER/ROLL CALL: 6:06 p.m. by President, Sarah Strang

- *Present:* Sarah Strang, Laurie Kosanovich, Sue Wilcosky, Christine Henninger
- *Excused*: Mike Scipione, Andrew Mitcham, Jen McGee
- *Staff Present:* Cheryl Kuonen, Colleen Snyder, Jen Grill, Sue Fram
- *Others Present:* Cory Blackledge, Manager; Keith Segina, staff SEIU Representative

II. STAFF PRESENTATION: CORY BLACKLEDGE, PARTNERSHIP AND DEVELOPMENT MANAGER

Mr. Blackledge presented to the Board, reviewing 2 grants the Library has received this year and 2 grants he has applied for, one of which is for funding for the greenspace's outdoor shelter. He also secured corporate sponsorships for the 2024 Summer Reading Program from Meijer and Cleveland Clinic. Cory is working with The Friends of Mentor Public Library on a "Giving Tuesday" campaign. Planning has begun for America 250, U.S.A.'s 250th Birthday in year 2026.

Mr. Blackledge left the meeting at 6:12 p.m.

III. PRESENTATION: STUDIOTECHNE

Sufficient discussion took place at the Joint Committee meeting, so this item was dropped.

IV. APPROVAL OF MINUTES

A. Regular Meeting Minutes of September 18, 2024.

#24-086 RESOLUTION:
The Board of Trustees of the Mentor Public Library resolved that the Minutes of the Regular Board Meeting of September 18, 2024 be adopted as presented.

#24-086 APPROVAL OF REGULAR MEETING MINUTES OF SEPTEMBER 18, 2024

Mrs. Strang tabled the approval of the Minutes due to the lack of a voting quorum. The Regular Board Meeting Minutes of September 18, 2024 will be presented for vote in November.

V. PUBLIC COMMENT ON AGENDA ITEMS – none

V. REPORTS

A. President's Report – Mrs. Strang - none

B. Library System – Cheryl Kuonen

i. Director's Report

Director Updates:

- The Library has been presented with the 2024 Friend of the Lake County Master Gardener Volunteers Award in thanks for our partnership and support, and for providing them with a teaching venue when the organization lost their location.
- Clevnet's new Aspen catalog will be live on October 28. The new platform is very user-friendly and has many new features. Joint press releases with the Lake County libraries and emails will announce the change to the public and patrons and alert them to download the new app.
- The Mentor Hospital Community Advisory Council (Cleveland Clinic) will be holding a meeting at the Main Library on November 20.
- Lake Branch Manager Cailey Hutchins, Lisa Layton, and Mrs. Kuonen will be attending the Mentor-on-the-Lake 100-year Anniversary Celebration Dinner on Saturday, October 19. Cailey and Lisa will be giving a history presentation for attendees.
- Candidates that attended The League of Women Voter's Candidates and Issues Event on October 1 gave Mentor Public Library a shout out and thanks for hosting the event.
- Mrs. Kuonen and Cory Blackledge will be meeting with President of The Friends of Mentor Public Library to discuss the 2025 funding requests and roles and responsibilities.

a. Donations

#24-087 DONATIONS

#24-087 RESOLUTION:
On a motion by Mrs. Henninger, seconded by Mrs. Wilcosky, the Board resolved to accept the Donation(s) as presented.

The Trustees acknowledged the receipt of a large donation of pre-packaged garden seeds and multiple copies of 2 children's book titles.

Roll Call: Ayes (4) Mrs. Henninger, Mrs. Kosanovich, Mrs. Wilcosky, Mrs. Strang; Nays (0). Motion carried.

C. Financial – Colleen Snyder, Fiscal Officer

i. Financial Reports, September 2024

#24-088 FINANCIAL REPORTS AUGUST 2024

#24-088 RESOLUTION:
On a motion by Mrs. Henninger, seconded by Mrs. Wilcosky, the Board resolved that the Financial Reports for the month of September 2024 be accepted and filed – Cash Reconciliation, Fund Summary Report, Outstanding Check Listing, Revenue Reports and Expense Control Report.

Mrs. Snyder stated that the October PLF distribution was $39,000 higher than expected for the month, which makes our year-to-date collections $12,000 higher than budgeted. The Ohio Office of Budget Management indicated that the overage was due to an over-projection of revenue loss during the sales tax holiday of July 30 – August 8.

OLC's "The Road Ahead" tour is visiting Ohio libraries throughout the State to discuss the upcoming Biennium State Budget in 2025. OLC is requesting that the Public Library Fund be

increased from 1.7% to 2%. Mrs. Snyder discussed a handout of the history of library funding from 1985 through 2023.
Several points of note:

- In years 2021, 2022, and 2023 the PLF increased 23%. However, funding for the year 2024 is predicted to be $480M or $30M less than in year 2023, which is $4M less than was received in calendar year 2000 at $484M.
- Because Ohio libraries are not included in local government budgets as in other states, Ohio libraries must support their buildings and grounds maintenance from their own budgets along with operating expenses.
- Residents of Ohio may borrow from any library in the State rather than only from their own residential district as in other states.

Roll Call: Ayes (4) Mrs. Wilcosky, Mrs. Henninger, Mrs. Kosanovich, Mrs. Strang; Nays (0). Motion carried.

ii. Ratification of September 2024 Bills

#24-089 RESOLUTION:
On a motion by Mrs. Henninger, seconded by Mr. Strang, the Board resolved that the Bills paid in September 2024 as evidenced by the September Voucher Summary Reports be approved.

#24-089 RATIFICATION OF SEPTEMBER 2024 BILLS

Roll Call: Ayes (4) Mrs. Henninger, Mrs. Kosanovich, Mrs. Wilcosky, Mrs. Strang; Nays (0). Motion carried.

iii. Investments

#24-090 RESOLUTION:
On a motion by Mrs. Henninger, seconded by Mrs. Strang, the Board resolved that the Investments for September 2024 be approved as presented.

#24-090 INVESTMENTS SEPTEMBER 2024

Interest rates on CDs are decreasing which may be reflected in Star Ohio interest returns.

Roll Call: Ayes (4) Mrs. Wilcosky, Mrs. Henninger, Mrs. Kosanovich, Mrs. Strang; Nays (0). Motion carried.

iv. Amended Appropriations

#24-091 RESOLUTION:
On a motion by Mrs. Henninger, seconded by Mrs. Kosanovich, the Board resolved to adopt the 2024 Amended Annual Appropriations Measure as presented.

#24-091 2024 AMENDED APPROPRIATIONS

This adjustment to the appropriations increases the amount in the Building Fund by $385,000 to cover architect fees for the Main Library Campus Project. At the beginning of the year, we did not budget for the Main Campus as we didn't know how the phases would proceed.

Roll Call: Ayes (4) Mrs. Kosanovich, Mrs. Henninger, Mrs. Wilcosky, Mrs. Strang; Nays (0). Motion carried.

v. Special Revenue Advance Return

#24-092 RESOLUTION: **#24-092**

On a motion by Mrs. Strang, seconded by Mrs. Wilcosky, the Board resolved to approve the following Return – Advance Out: **SPECIAL REVENUE ADVANCE RETURN**

Return Advance to – The General Fund (Fund I) $1,120

Return Advance from – The Special Revenue Fund (Fund 2)
Sub Fund – Libraries Accelerating Learning Grant $1,120

This resolution moves the last project cash request received against the Libraries Accelerating Learning Grant back to the General Fund. $5,000 in unused grant funds will be moved back to the General Fund in November.

Roll Call: Ayes (4) Mrs. Wilcosky, Mrs. Kosanovich, Mrs. Henninger, Mrs. Strang; Nays (0). Motion carried.

D. Board Committees

i. Master Plan Updates
Marco Ciccarelli is preparing paperwork and detail drawings for submission to the Mentor Planning Commission by November 15. He will meet with Library Managers during their regular Manager Meeting on November 6 to discuss the details of their departments' layouts. The goal is to have the Main Library Campus Plan on the agenda of the Mentor Planning Commission public meeting on December 5.

ii. 2025 Board Meeting Dates
The meeting dates will be discussed further at the November Joint Committee meeting.

VI. NEW BUSINESS – none

VII. UNFINISHED BUSINESS

A. Progress Log – as presented

IX. PUBLIC PRESENTATION TO THE BOARD – none

X. NEXT MEETING TIME AND PLACE ANNOUNCED:
The next meeting is at 6:00 p.m. on Wednesday, November 20, 2024 at the Main Library.

XI. ADJOURNMENT

#24-093 RESOLUTION: **#24-093**

Mrs. Strang adjourned the meeting at 6:34 p.m. without objection. **ADJOURNMENT**

SUBMITTED BY: _____Secretary

APPROVED BY: _____President