

**Toledo Lucas County Public Library  
Minutes of Board of Trustees Meeting  
April 23, 2026  
3065 W. Alexis Road 8:30 a.m.**

**Present** Micheal Alexander, Michael Dansack, Keith Jordan, Sheila Odesky, Jesus Salas, Kendra Smith

**Roll Call** Mr. Jordan called the meeting to order at 8:30 a.m., followed by roll call.

**Minutes** The minutes of the regular meeting on February 26, 2026, were approved on a motion by Mr. Alexander, seconded by Mr. Dansack; all voted aye, motion carried.

**Resolution of Appreciation Roberta Patridge** The Board unanimously approved a Resolution of Appreciation for Roberta on the motion of Mr. Salas, seconded by Ms. Smith. Ms. Patridge began her career at the Library in 1982, as a page in the History and Travel Department. Ms. Patridge was appointed as a clerk for Book Conservation and then a Book Mender in 1986. In 1993, she moved to Technical Services. She has served there as Clerk I, Acting Coordinator, and was finally promoted to Supervisor of Technical Services I in 2004. Ms. Patridge has been instrumental in making Library materials accessible to staff and customers. She has brought exceptional thoughtfulness to every aspect of her work. Ms. Patridge has been unflappable and consistent, embracing new projects and working to make the processing of new materials as seamless as possible. The Board is grateful for her service.

**The complete resolution is attached to these minutes.**

**Resolution of Appreciation Toledo Lucas County Public Library Staff** The Board unanimously approved a Resolution of Appreciation for the Staff of the Toledo Lucas County Public Library on motion of Ms. Smith, seconded by Mrs. Odesky. Each day, the staff go above and beyond to provide legendary service to the community. This shows in warm greetings to all visitors, the thoughtful and careful selection and maintenance of the collection, in programs for adults and youth, and in the sincere wish to help all citizens grow in literacy and the joy of reading. In all the daily acts, both large and small, collectively reflect the staff's commitment to honoring a storied past while always looking to a future of service and excellence. The Board commends the staff for their loyal service and is grateful for their contributions to a strong TLCPL.

**The complete resolution is attached to these minutes.**

**Executive Director's Comments** Mr. Kucsma congratulated Bobbie Patridge on her retirement. This is the first time in our Library's history that the staff has been honored with a resolution. They deserve it for the hard work that they do day in and day out. It is because of our great staff that our community can experience our buildings and our incredible institution.

**Public Comments** Elisha Whitenack provided public comments.

**Holiday Closings 2026** Library Administration requested Board Approval of the Library’s holiday schedule for the 2026 Independence Day Holiday and Veterans’ Day. Administration recommended that the Library align with the Federal Holiday schedule and close on Friday, July 3, 2026, and remain closed on Saturday, July 4, 2026. Library Administration also recommended that the Board approve closing services on Wednesday, November 11, 2026. This will be an opportunity for staff to attend the staff awards and training. Mr. Salas moved for approval, seconded by Mrs. Odesky; all voted aye, motion carried.

**Out-of-State Card Fee** The Community Relations Committee reviewed the annual non-resident fee of \$75.00, which has been in effect since September 2004. Non-Ohio residents who pay property or income tax in Ohio may receive a free library card with proof of tax payment. After reviewing the fees charged by other Metro Ohio Libraries and the current amount Lucas County residents pay to support the Library through property tax levies (\$92 on a \$100,000 home), the Committee recommended increasing the fee to \$125. This will affect approximately 1,1721 current cardholders. Mr. Salas moved for approval, seconded by Ms. Smith; all voted aye, motion carried.

**Non-Library Levy Materials and Partisan Materials Policy Update** The Community Relations & Services Committee reviewed updates to the Non-Library Levy Materials Policy. The Policy will be renamed the Partisan Materials and Activities Policy to better reflect how the Library allows certain activities to take place in its spaces and how civic information is shared. This policy provides clear guidance for staff and our customers, along with our Meeting Room and Expectations of Behavior policies. These proposed changes reflect TLCPL’s continued commitment to serving as a community connection and hub. Mr. Salas moved for approval, seconded by Mr. Alexander; all voted aye, motion carried.

**The complete policy is attached to these minutes.**

**Media Policy Update** The Community Relations and Services Committee reviewed an update to the Media Policy that clarifies who is included in the policy. As news is now documented by many different sources, including independent journalists, this update allows reporting of events at the Library without interfering with our customers. Mr. Salas moved for approval, seconded by Mrs. Odesky; all voted aye, motion carried.

**The complete policy is attached to these minutes.**

**Employment Report** The Employment Report was accepted on motion of Mr. Salas, seconded by Mr. Alexander; all voted aye, motion carried.

**Payroll Changes**

03/01/2026	Sanger	Sanger			
Christy Provencher	Customer Service Clerk II	Sanger			
Status Change	CWA	2A	CWA	2A	
	FT	\$23.9287	Hourly	PT-II	\$23.9287 Hourly
03/01/2026	Substitutes				
Mary Beth McCreery	Substitute Librarian II				
Separation	Sub 8.2	8.2			
	Substitute	\$23.0000	Hourly		\$0.0000 Hourly
03/15/2026	Birmingham			Sanger	
James Bennett	Customer Service Clerk I			Sanger	

Status Change/ Transfer	CWA	1A*		CWA	1A*	
	PT-II	\$20.6940	Hourly	FT	\$20.6940	Hourly
03/15/2026	Birmingham			Heatherdowns		
Ashley Dawson	Librarian I /Youth Services			Heatherdowns		
Classification/Status Change/ Transfer	APLE	6C		APLE	6C	
	PT-II	\$26.1228	Hourly	FT	\$26.1228	Hourly
03/15/2026	Heatherdowns			Sylvania		
Stacy Cupps-Alexander	Librarian I/ Children's Services			Sylvania		
Classification/Transfer	APLE	6C		APLE	6C	
	FT	\$27.4288	Hourly	FT	\$27.4288	Hourly
03/15/2026	Reynolds Corners			Birmingham		
Amy Doughty	Customer Service Clerk I			Birmingham		
Status Change/ Transfer	CWA	1A*		CWA	1A*	
	LPT	\$19.5060	Hourly	PT-II	\$19.5060	Hourly
03/15/2026	Sanger			Mott		
Christy Provencher	Customer Service Clerk II			Mott		
Transfer	CWA	2A		CWA	2A	
	PT-II	\$23.9287	Hourly	PT-II	\$23.9287	Hourly
03/15/2026	Sylvania			Computers & Media		
Johnnie Betts	Librarian I/Teen Services			Computers & Media		
Classification/Transfer	APLE	6C		APLE	6C	
	FT	\$28.8005	Hourly	FT	\$28.8005	Hourly
03/29/2026	Main Circulation			Main Circulation		
Evelyn Cherry	Customer Service Clerk I			Main Circulation		
Status Change	CWA	1A*		CWA	1A*	
	LPT	\$20.0686	Hourly	PT-II	\$20.0686	Hourly
03/29/2026	Main Circulation			Kent		
Samantha Herrera	Supervisor Circulation Services III			Kent		
Temporary Transfer	EXEMPT	R05		EXEMPT	R05	
	FT	\$26.2086	Hourly	FT	\$26.2086	Hourly
03/29/2026	Locke			Main Circulation		
Matthew Klein	Supervisor Circulation Services III			Main Circulation		
Return to former position	EXEMPT	R05		EXEMPT	R05	
	FT	\$25.7833	Hourly	FT	\$25.7833	Hourly
03/29/2026	Human Resources			Human Resources		
Brandy Reid	Human Resources Generalist I - Recruiter			Human Resources		
Salary Adjustment	EXEMPT	R06		EXEMPT	R06	
Retro 10/12/2025	FT	\$31.9458	Hourly	FT	\$31.9458	Hourly
03/29/2026	South			West Toledo		
Christopher Roth	Customer Service Clerk I			West Toledo		
Return to former position	CWA	1A*		CWA	1A*	
	FT	\$22.6126	Hourly	FT	\$22.6126	Hourly
03/29/2026	Kent			Locke		
Connie Schmitz	Supervisor Circulation Services III			Locke		
Transfer	EXEMPT	R05		EXEMPT	R05	
	FT	\$28.4241	Hourly	FT	\$28.4241	Hourly
03/29/2026	Main Circulation			South		
Olivia Wood	Customer Service Clerk I			South		
Status Change/Transfer	CWA	1A*		CWA	1A*	

PT-II          \$20.0686          Hourly          FT          \$20.0686          Hourly

**Separations**

Employee	From	To
03/29/2026 Roberta Patridge Retirement	Tech Services Supervisor Technical Services I EXEMPT    R05 FT          \$34.3720    Hourly	
03/29/2026 Denise Zellers Separation	Ready to Read Ready to Read Early Literacy Specialist APLE        8C FT          \$32.6140    Hourly	

**Travel, Training, and Tuition Expenditures** The following travel, training, and tuition expenditures were approved on a motion by Mr. Salas, seconded by Mr. Dansack; all voted aye, motion carried.

**Travel and Training**

Event	Date	Name	Amount
Ladder Safety, Safety Council of Northwest Ohio, Northwood, Ohio	March 10, 2026	Ryan Snodgrass	\$30.00
Annual OSHA Update, Safety Council of Northwest Ohio, Northwood, Ohio	March 18, 2026	Ryan Snodgrass	\$25.00
OLC Library Legislative Day, Columbus, Ohio	March 18, 2026	Lucas Camuso-Stall, Janet Forney, Mike Graybeal, Keith Jordan, Jason Kucsma, Jesus Salas	\$375.00
Toledo Regional Chamber of Commerce Annual Meeting, Toledo, Ohio	April 1, 2026	Lucas Camuso-Stall, Kathy Selking	\$200.00
Take Five, Akron, Ohio	May 8, 2026	Kelly Sradeja	\$245.80
Labor Law & Labor Arbitration Conference, Cleveland, Ohio	May 21, 2026	Tom Posadny	\$793.80
ALA Annual Conference, Chicago, Illinois	June 26 – 29, 2026	Kristie Lanzotti	\$2,148.00

**Tuition Expenditures**

School	Name	Amount
University of Phoenix	Andrea Vallejo	\$1,364.00

**Financial Report** The financial reports for the months ending February 28, 2026, and March 31, 2026, were approved by the motion of Mr. Dansack, seconded by Ms. Smith; all voted aye, motion carried.

**Approval of Scheduled Vouchers** The payment of the scheduled voucher is attached to these minutes in the financial board report, which was approved by the motion of Mr. Dansack, seconded by Mr. Alexander; all voted aye, motion carried.

**Interim Funds Activity** Interim Funds Transactions were approved as listed in the financial board report by motion of Mrs. Odesky, seconded by Mr. Dansack; all voted aye, motion carried.

**Capital Bond Levy Activity** Capital Bond Levy Activity was approved on the motion of Mr. Salas, seconded by Mr. Dansack; all voted aye, motion carried.

**Washington Branch Campus Shelving Purchase** The Finance Committee met with library administration on Tuesday, April 21, 2026, to discuss purchasing shelving for all three phases of the Washington branch campus project. Library Administration solicited a proposal from Library Design Associates, Inc. for all three phases and received state term pricing in the amount of \$278,730 for Phase 1, \$129,433 for Phase 2, and \$321,997 for Phase 3 for a total of \$730,160. The Finance Committee recommended that the Board approve these purchases. Mr. Dansack moved for approval, seconded by Mr. Alexander; all voted aye, motion carried.

**Funds Transfer** The Finance committee is authorizing the Board to authorize the transfer of \$3,557.61 from the General Fund (101) to the Hopkins Fund (806), and \$247.99 from the General Fund (101) to the Colburn Fund (807), to restore the nonspendable balances. Mr. Dansack moved for approval, seconded by Mrs. Odesky; all voted aye, motion carried.

**Resolution 03 – 2026** The Board of Trustees previously determined that it is in the Library's best interest to use the construction manager at risk (“CMR”) delivery model for the construction of the new library branch project at 0 S. Detroit Avenue. Additionally, the Board approved the creation of an Evaluation Committee and Selection Coordinator as stewards of the CMR procurement process, with Bricker Graydon serving as nonvoting construction legal counsel. Pursuant to the Request for Proposal for CMR services issued by the Selection Coordinator, the Evaluation Committee evaluated two pricing proposals received. The Evaluation Committee interviewed the two firms that submitted proposals, ranked the short-listed firms to determine the best-value CMR firm based upon criteria consistent with Ohio Administrative Code 153:1-6-01, and recommended to the Board that The Lathrop Company, Inc. is the best-value CMR firm, with Miller Diversified Construction Company ranked second.

The Building and Grounds Committee recommended that the Board approve and award the CMR agreement in substantially the form attached to the Library’s RFP dated March 12, 2026, subject to negotiation by the Director of Operations/Deputy Fiscal Officer and Executive Director/Fiscal Officer with assistance from construction legal counsel and in accordance with Ohio Revised Code Section 9.334, to The Lathrop Company, Inc. for preconstruction services in the amount of \$43,122, with future phases to be authorized by a separate resolution and amendment. Mr. Alexander moved for a second and called for a roll call vote. Mr. Dansack seconded the resolution; all voted aye, motion carried.

**The complete resolution is attached to these minutes.**

**Resolution 04 – 2026** Mr. Alexander introduced the following resolution.

WHEREAS, the Toledo Lucas County Public Library Board of Trustees (the “Board”) is undertaking Phase 3 of the New Washington Branch Project (the “Project”) and previously entered into a construction manager at risk agreement with The Lathrop Company (the “CMR” or “Lathrop”) for preconstruction services for the Project, with the understanding that a guaranteed maximum price (“GMP”) for construction of the Project (or a portion of the Project) was anticipated to be added to the agreement by one or more amendments; and

WHEREAS, the CMR has recommended preliminary construction phase services commence in advance of the full GMP proposal for Phase 3 of the Project, to allow Phase 3 to begin on schedule; and

WHEREAS, the Director of Operations/Deputy Fiscal Officer requests authorization to negotiate, finalize, and execute an Amendment to the CMR Agreement, for the recommended preliminary construction phase services for the Phase 3 portion of the Project with Lathrop, in an amount not to exceed \$100,000.00, which will be incorporated into and credited towards the full GMP for Phase 3; and

WHEREAS, the Director of Operations/Deputy Fiscal Officer anticipates that Phase 3 will be completed in one or more phases and future GMP proposals for amendment(s) to the CMR Agreement for the full construction services for the Project will be brought for approval at one or more future meeting(s) of the Board.

NOW, THEREFORE, BE IT RESOLVED by the Toledo Lucas County Public Library Board of Trustees as follows:

1. The Board authorizes preliminary construction phase services for the Phase 3 portion of the Project in an amount not to exceed \$100,000.00.
2. Based upon the recommendation of the Director of Operations/Deputy Fiscal Officer and the information provided, the Board authorizes the Director of Operations/Deputy Fiscal Officer and the Executive Director/Fiscal Officer to work with legal counsel and the architect for the Project to negotiate, finalize, and execute an Amendment to the CMR Agreement with Lathrop for the preliminary construction phase services for the Phase 3 portion of the Project, subject to the not to exceed amount set forth herein, along with any related documents.

Mr. Alexander moved for a second and called for a roll call vote. Mrs. Odesky seconded the resolution; all voted aye, motion carried.

**Staff Organizations** Brief remarks were heard by Teresa Alvarado, APLE representative, and Jon Henley, CWA representative.

**Regular Meeting May 28, 2026, Main Library** Mr. Jordan announced that the next regular meeting of the Board would be held on Thursday, May 28, 2026, at 8:30 a.m. at the Main Library, 325 N. Michigan, Toledo.

Toledo Lucas County Public Library Board of Trustees Minutes April 23, 2026

**Adjournment** There being no further business to come before the Board, Mr. Jordan asked for a motion to adjourn the meeting. The motion was made by Mr. Alexander, seconded by Ms. Smith; all voted aye. Meeting adjourned at 9:07 a.m.

Approved by: \_\_\_\_\_  
Keith Jordan, President

Attested by: \_\_\_\_\_  
Kendra Smith, Secretary

Date: May 28, 2026



**TOLEDO LUCAS COUNTY PUBLIC LIBRARY**  
**Finance Board Report**  
**FEBRUARY, 2026**

**Tax Receipts**

<b>Opening Balance</b>	<b>\$2,556,975.47</b>
Real Property Tax	6,494,282.26
Public Library Fund	1,605,955.68
<b>2026 Year to Date</b>	<b>\$10,657,213.41</b>

**Summary of Scheduled Vouchers for February, 2026**

General Fund (101)	\$2,982,530.31
Brownfield Remediation Grant Fund (205)	18,390.00
Ohio Historical Records Grant Fund (206)	978.00
LSTA Science of Reading Grant Fund (207)	4,000.00
Bond Retirement Fund (302)	0.00
Building & Repair Fund (401)	4,497.00
Tax Exempt Capital Bond Fund (408)	1,845,760.26
Total Health Care Fund (604)	240,182.28
Gift Funds (700s)	1,913.00
Trust Funds (800s)	5,285.00
FSA Custodial Fund (901)	9,753.43
Dog License Custodial Fund (902)	0.00
<b>Total:</b>	<b>\$5,113,289.28</b>

**Interim Funds Activity**

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
<b>Opening Balance</b>			<b>\$18,277,607.59</b>
STAR	6,548.00	7,681,862.00	
Interest		66,863.52	
<b>Ending Balance</b>	<b>\$6,548.00</b>	<b>\$7,748,725.52</b>	<b>\$26,019,785.11</b>
<b>Breakdown of Funds:</b>			
General, Capital Project, & Insurance Fund	\$ 25,580,153.78		
Gift & Trust Funds	439,631.33		
	<u>26,019,785.11</u>		



**TOLEDO LUCAS COUNTY PUBLIC LIBRARY**  
**Financial Board Report**  
**MARCH, 2026**

**Tax Receipts**

<b>Opening Balance</b>	<b>\$10,657,213.41</b>
Real Property Tax	6,790,222.11
March Public Library Fund	1,605,955.68
<b>2026 Year to Date</b>	<b>\$19,053,391.20</b>

**Summary of Scheduled Vouchers for March, 2026**

General Fund (101)	\$3,549,016.99
Brownfield Remediation Grant Fund (205)	0.00
Ohio Historical Records Grant Fund (206)	0.00
LSTA Science of Reading Grant Fund (207)	4,000.00
Bond Retirement Fund (302)	82,841.11
Building & Repair Fund (401)	56,452.80
Tax Exempt Capital Bond Fund (408)	1,328,486.75
Total Health Care Fund (604)	336,948.31
Gift Funds (700s)	11,570.67
Trust Funds (800s)	(2,946.50)
FSA Custodial Fund (901)	10,752.35
Dog License Custodial Fund (902)	153,604.25
<b>Total:</b>	<b>\$5,530,726.73</b>

**Interim Funds Activity**

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
<b>Opening Balance</b>			<b>\$26,019,785.11</b>
STAR	9,274.17	6,506,140.07	
Interest		97,851.31	
<b>Ending Balance</b>	<b>\$9,274.17</b>	<b>\$6,603,991.38</b>	<b>\$32,614,502.32</b>
<b>Breakdown of Funds:</b>			
General, Capital Project, & Insurance Fund	\$ 32,176,590.97		
Gift & Trust Funds	437,911.35		
	<u>32,614,502.32</u>		

# Toledo Lucas County Public Library



## Monthly Investment Report

March 31, 2026



	Total Investments	Gross Monthly Income	Gross FYTD Income	Average Yield	Average Maturity
<b>RedTree Investment Accounts</b>					
2025 Tax Exempt Bond Retirement	\$ 216,924.00	\$ 591.16	\$ 1,917.98	3.55%	0 yrs
2025 Tax Exempt Proceeds	\$ 68,921,527.39	\$ 66,076.26	\$ 461,103.25	3.89%	0.63 yrs
2025 Taxable Proceeds	\$ 74,890,272.97	\$ 327,529.00	\$ 512,028.89	4.06%	3.3 yrs
Operating Funds	\$ 5,146,145.48	\$ 19,547.26	\$ 66,929.05	4.06%	2.78 yrs
<b>Total RedTree Investments</b>	<b>\$ 149,174,869.84</b>	<b>\$ 413,743.68</b>	<b>\$ 1,041,979.17</b>	<b>3.98%</b>	<b>2.04 yrs</b>

Benchmark Interest Rates	3/31/26	3/31/25
Star Ohio	3.80%	4.48%
6-Month Treasury	3.72%	4.23%
2-Year Treasury	3.79%	3.89%
5-Year Treasury	3.92%	3.96%

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# Toledo Lucas County Public Library



## Monthly Investment Report

February 28, 2026



	Total Investments	Gross Monthly Income	Gross FYTD Income	Average Yield	Average Maturity
<b>RedTree Investment Accounts</b>					
2025 Tax Exempt Bond Retirement	\$ 216,338.25	\$ 655.58	\$ 1,326.82	3.56%	0 yrs
2025 Tax Exempt Proceeds	\$ 70,186,668.92	\$ 351,121.37	\$ 395,026.98	3.9%	0.7 yrs
2025 Taxable Proceeds	\$ 74,565,051.39	\$ 183,082.02	\$ 184,499.89	4.06%	3.37 yrs
Operating Funds	\$ 5,126,754.80	\$ 30,860.65	\$ 47,381.79	4.06%	2.87 yrs
<b>Total RedTree Investments</b>	<b>\$ 150,094,813.36</b>	<b>\$ 565,719.62</b>	<b>\$ 628,235.48</b>	<b>3.98%</b>	<b>2.1 yrs</b>

Benchmark Interest Rates	2/28/26	2/28/25
Star Ohio	3.79%	4.48%
6-Month Treasury	3.60%	4.25%
2-Year Treasury	3.38%	3.99%
5-Year Treasury	3.51%	4.03%

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