

**Toledo Lucas County Public Library
Minutes of Board of Trustees Meeting
May 22, 2025
Main Library 8:30 a.m.**

Present Michael Dansack, Lori Hauser, Sheila Odesky, Jesus Salas

Roll Call Mrs. Odesky called the meeting to order at 8:30 a.m., followed by roll call.

Minutes The minutes of the regular meeting on April 24, 2025, were approved on motion of Mr. Salas, seconded by Ms. Hauser; all voted aye, motion carried.

Executive Director's Comments: Mr. Kucsma mentioned he wanted to start his comments with three really good things happening in town. First, TLCPL is kicking off its 101st Summer Read in the first week of June. The second is that the Library signed an MOU recently with the Lucas County Commissioners and the Correction Facility to rekindle a relationship with the jails and support the library collection in the jail. This was a partnership that was sunsetted back in 2012. We picked up that conversation with the sheriff and Captain Chromik. We are able to bring back some services to the jail. The third is that the capital work is really moving along, with demolition work beginning on the property where the new Washington branch will be built.

In other news, the House version of the budget has gone to the Senate for their changes. Amendments were due last Friday, and a substitute bill is expected to be introduced in the first week of June. Regardless of how the PLF shakes out, we still have some work to do from our perspective to rightsize the organization.” Mr. Kucsma referenced a meeting convened by the Greater Toledo Community Foundation to bring together nonprofit leaders to talk with consultants who do lobbying work and consulting work at nonprofits. Mr. Kucsma thought a key takeaway from the meeting was the affirmation that the level of uncertainty at the Federal and State levels requires early and iterative contingency planning from organizational leaders. Mr. Kucsma said he was pleased that, as a leadership team and as an institution, we have already done considerable work to explore ways to rightsize the organization and future-proof TLCPL against the economic turbulence that we still see ahead of us. As you are aware, we have offered incentivized retirements. Exempt staff will not be taking merit or market increases this year, and we have also paused hiring. With all of these steps underway, we are continuing to look at other options we may need to implement moving forward. We have continued to talk to staff pretty regularly with a commitment to be as transparent as possible. The hope is to be strategic and methodical in taking the steps that have the least impact on staff and the community members we serve.

At the same time, it is business as usual—we are seeing lots of people at the library, and lots of people are still taking advantage of the Library’s incredible services, spaces, and resources. All of our work behind the scenes is to ensure we can sustainably continue to be a resource our communities cherish.

Employment Report The Employment Report was accepted on Mr. Salas’s motion, seconded by Ms. Hauser; all voted aye, motion carried.

Toledo Lucas County Public Library Board of Trustees Minutes May 22, 2025

Appointments

Employee	From	To
4/28/2025		Substitutes
Jenna Bal		Substitute Librarian I
		Substitute
Appointment		Sub 8.1
		SUB \$20.0000 Hourly
4/28/2025		Substitutes
Hannah Booth		Substitute Librarian I
		Substitute
Appointment		Sub 8.1
		SUB \$20.0000 Hourly
4/28/2025		Substitutes
Rosalie Morrissey		Substitute Librarian II
		Substitute
Appointment		Sub 8.2
		SUB \$23.0000 Hourly
4/28/2025		Substitutes
Demetrius Wyatt		Substitute Librarian I
		Substitute
Appointment		Sub 8.1
		SUB \$20.0000 Hourly
5/12/2025		HR - Sub
Krysta Sa		Substitute Librarian I
		Substitute
Appointment		Sub 8.1
		SUB \$20.0000 Hourly

Payroll Changes

Employee	From	To
4/27/2025	Main Circulation	Sylvania
Elizabeth Nuhfer	Customer Service Clerk I	Customer Service Clerk I
Transfer	CWA 1A*	CWA 1A*
	FT \$20.2366 Hourly	FT \$20.2366 Hourly
4/27/2025	Mott	Oregon
Stephanie Sherlock	Supervisor Circulation Services III	Supervisor Circulation Services III
Return to Former		
Position	Exempt R05	Exempt R05
Retro 04/20/2025	FT \$33.7861 Hourly	FT \$33.7861 Hourly
4/27/2025	Maumee	Maumee
Tiana Tutu-Anokye	Acting Manager/ Librarian IV	Assistant Manager/Librarian IV
Return to Former		
Position	Exempt R06	Exempt R06
	FT \$29.3710 Hourly	FT \$27.9724 Hourly
5/5/2025	Mott	Substitutes
Julia Dawson	Librarian II/Teen Services	Substitute Librarian I
Classification		Substitute
Change/ Transfer	APLE 6C	Sub 8.1

5/11/2025	FT	\$26.8167	Hourly	SUB	\$20.0000	Hourly
Chloe Kadas	Birmingham			Birmingham		
Increment	Page			Page		
	Page	Step 1		Page	Step 2	
5/11/2025	Page 1	\$10.7000	Hourly	Page 2	\$11.2000	Hourly
Simone Sparks	Lagrange			Lagrange		
Increment	Page			Page		
	Page	Step 1		Page	Step 2	
	Page 1	\$10.7000	Hourly	Page 2	\$11.2000	Hourly
5/13/2025	King Road			Mott		
Sabina Morales	Customer Service Clerk II			Customer Service Clerk II		
Temporary Transfer	CWA	2		CWA	2	
	FT	\$24.1044	Hourly	FT	\$24.1044	Hourly
5/21/2025	Point Place			HR - Sub		
				Substitute		
Ashley Wilkins	Customer Service Clerk II			Clerk		
Classification					Substitute	
change/ transfer	CWA	2A		Sub	5	
	LPT	\$24.1044	Hourly	SUB	\$14.5000	Hourly

Separations

Employee	From	To
5/8/2025	Heatherdowns	
Bridget Lee	Librarian II/Children's Services	
Resignation	APLE	7C
	FT	\$27.7171
		Hourly

Travel and Training Expenditures The following travel and training expenditures were approved on motion of Mr. Dansack, seconded by Ms. Hauser; all voted aye, motion carried.

Event	Date	Name	Amount
Good Agricultural Practices Training, Toledo, Ohio	January 25, 2025	Lupe Ayala	\$15.00
Read Ohio Literacy Academy, Columbus, Ohio	June 12, 2025	Seantylle Boden, Kate McGowan, Emily Vicary, Denise Zellers	\$290.00

Financial Report The financial report for the month ending April 30, 2025, was accepted on motion of Mr. Dansack, seconded by Ms. Hauser; all voted aye, motion carried.

Approval of Scheduled Vouchers The payment of the schedule of vouchers that is attached to these minutes in the Financial Board Report was approved by motion of Mr. Salas, seconded by Mr. Dansack; all voted aye, motion carried.

Interim Funds Activity Interim Funds Transactions were approved as listed in the Financial Board Report by motion of Mr. Dansack, seconded by Mr. Salas; all voted aye, motion carried.

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

Toledo Lucas County Public Library Board of Trustees Minutes May 22, 2025

Resolution 04 – 2025 Voluntary Retirement Incentive Program The following resolution was passed by motion of Mr. Dansack, seconded by Mr. Salas; all voted aye, motion carried.

WHEREAS, the Library, due to the immediate need to balance the Library's budget, address the uncertainty surrounding future funding sources, and implement sustainable long-term financial solutions, and,

WHEREAS, this program will be offered on a one-time, optional basis for voluntary retirement submitted in writing as the sole choice of the employee by May 19, 2025, for action by July 31, 2025 (or earlier); and

WHEREAS, this incentive program to voluntarily retire is open to any and all benefits-eligible staff who qualify for a reduced or unreduced retirement through the Ohio Public Employees Retirement System (OPERS) as of July 31, 2025,

NOW, THEREFORE, BE IT RESOLVED that the Toledo Lucas County Public Library established a one-time provision for its benefits-eligible employees who qualify for a reduced or unreduced retirement through OPERS, to voluntarily submit a written and signed statement of intent (by May 19, 2025) to retire from TLCPL by July 31, 2025 or earlier, and be paid 100% of their accrued sick leave, up to 975 hours maximum, at their current hourly rate of pay as terminal pay after the effective date of separation. Such an agreement shall also require a signed "Severance Agreement and General Release" before payment of sick time can be made, and an agreement that the employee will not apply for re-employment at TLCPL for one year from the date of separation.

Main Library Elevator Repair Library administration has evaluated options to modernize an elevator in the northwest corner of Main Library. This elevator serves staff areas, providing accessibility from the basement up to the Third Floor. The manufacturer of this elevator is no longer in business, and manufacturer support is no longer available. The Buildings & Grounds Committee requested that the Board recognize that there is an urgent necessity for Library administration to secure a contract with our current service provider, Schindler Elevator, in the amount of \$317,061 plus an additional 5% (\$15,853) to modernize this elevator and make necessary building code-related upgrades. Mr. Dansack moved for approval, seconded by Mr. Salas; all vote aye, motion carried.

Board and Community Education Terri Carroll, Director of Communications, Design, and Analytics, and Mike Graybeal, Director of Operations, discussed the budget, timeline, and communication strategy for the Building Master Plan update that has begun. Mr. Graybeal provided information about the Capital Levy Bond. Mrs. Carroll discussed how the Library is making sure that the community is aware of construction and what projects are coming next.

Staff Organizations Brief remarks were heard by Steve Nichols, APLE Representative, and Jon Henley, CWA Representative.

Regular Meeting June 26, 2025, Washington Branch Library Mrs. Odesky announced that the next regular meeting of the Board would on Thursday, June 26, 2025, at 8:30 a.m. at the Washington Branch Library, 5560 Harvest Lane, Toledo, Ohio, 43623.

Adjournment There being no further business to come before the Board, Mrs. Odesky asked for a motion to adjourn the meeting. Motion made by Mr. Dansack, seconded by Mr. Salas; all voted aye, motion carried. Meeting adjourned at 9:06 a.m.

Approved by: _____
Sheila Odesky, President

Attested by: _____
Micheal Alexander, Secretary

Date: June 26, 2025



TOLEDO LUCAS COUNTY PUBLIC LIBRARY
Financial Board Report
April, 2025

Tax Receipts

Opening Balance **\$24,715,425.19**

Real Property Tax	\$	-
April Public Library Fund	\$	1,293,831.36
Bond Retirement	\$	-

2025 Year to Date **\$26,009,256.55**

Summary of Scheduled Vouchers for April, 2025

General Fund	\$5,312,060.39
Bond Retirement Fund	1,096,145.00
Building & Repair Fund	5,940.00
Tax Exempt Capital Bond Fund	2,097,313.04
Total Health Care	546,782.41
Gift Funds	2,457.80
Trust Funds	18,263.61
FSA Custodial Funds	17,865.41
Dog License Custodial Funds	8,375.00
Total:	\$9,105,202.66

Interim Funds Activity

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
Opening Balance			\$27,388,288.51
STAR	38,749.68	0.00	
April- Interest		100,673.20	
Ending Balance	\$38,749.68	\$100,673.20	\$27,450,212.03

Breakdown of Funds:

General, Capital Project, & Insurance Fund	\$	27,048,728.44
Gift & Trust Funds	\$	401,483.59
Capital Projects Fund	\$	-
		<u>\$27,450,212.03</u>

Toledo Lucas County Public Library



Monthly Investment Report

April 30, 2025



	Total Investments	Gross Monthly Income	Gross FYTD Income	Average Yield	Average Maturity
RedTree Investment Accounts					
2025 Tax Exempt Bond Retirement	\$ 2,804,932.70	\$ -	\$ -	4.32%	0.51 yrs
2025 Tax Exempt Proceeds	\$ 77,836,455.20	\$ (66,231.76)	\$ (66,231.76)	4.21%	0.91 yrs
2025 Taxable Proceeds	\$ 72,748,997.31	\$ (251,002.69)	\$ (251,002.69)	4.13%	3.38 yrs
Total RedTree Investments	\$ 153,390,385.21	\$ (317,234.45)	\$ (317,234.45)	4.17%	2.07 yrs

Benchmark Interest Rates	4/30/25	4/30/24
Star Ohio	4.49%	5.47%
6-Month Treasury	4.19%	5.44%
2-Year Treasury	3.60%	5.04%
5-Year Treasury	3.72%	4.72%

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