

**Toledo Lucas County Public Library
Minutes of Board of Trustees Meeting
May 23, 2024
Main Library 8:30 a.m.**

Present Micheal Alexander, Michael Dansack, Lori Hauser, Sheila Odesky, Jesus Salas, Kendra Smith

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

Minutes The minutes of the regular meeting on April 25, 2024, were approved on motion of Mr. Alexander, seconded by Mrs. Odesky; all voted aye, motion carried.

Resolution of Appreciation Vicky Avalos The Board unanimously approved a resolution of appreciation for Vicky Avalos on motion of Mr. Alexander, seconded by Mrs. Odesky. Ms. Avalos has served the Library for twenty-three years, beginning her career in 2001 as an Administrative Secretary. Ms. Avalos then served as a Circulation Clerk at Sylvania, South, Lagrange, and Main Library for eleven years. In 2017, Ms. Avalos became a Customer Service Clerk serving Lagrange, Reynolds Corners, and Toledo Heights. She was hardworking and dedicated at TLCPL, and the Board thanked her for her service.

Executive Director’s Comments Mr. Kucsma congratulated Vicky Avalos and wished her well in her retirement. Staff awards were celebrated here at Main Library last Friday night, May 17th, with seventy to eighty staff, friends, and family attending. It was a lovely night to celebrate all the nominees. Kucsma spoke about the context for the finance motion listed on the agenda. This will officially put TLCPL on the ballot for the bond issue in November. When the library asks for public dollars, we do not take it lightly. The library does not have access to some of the other capital funding resources local municipalities and schools have access to, so we have to ask for our community’s support to address capital infrastructure needs. It has been nearly thirty years (1994) since the last time a bond issue was on the ballot for the library. Administration has done their homework with Trustees over the previous year—surveying the community, reviewing the facilities master plan, updating cost estimates. TLCPL has a strong story to share with the community, the importance of our physical presence in our neighborhoods.

Employment Report The employment report was accepted on Mr. Salas's motion, seconded by Ms. Smith; all voted aye, and the motion carried.

Appointments

Employee Salary	Agency/Classification	Grade
4/29/2024 \$10.4500 Caitlin Ackerman	Mobile Services	Step 1
4/29/2024 \$10.4500 Chloe Kadas	Page Page Birmingham	Step 1
4/29/2024	Page Page Lagrange	Step 1

\$10.4500	Simone Sparks	Page Page	
4/30/2024		Locke	Step 1
\$10.4500	Maniya Mcghee	Page Page	
5/2/2024		West Toledo	1A*
\$18.3775	Mary McCarthy	Customer Service Clerk I	LPT
5/13/2024		Mott	Step 1
\$10.4500	Tara Flaherty	Page Page	
5/13/2024		Heatherdowns	1A*
\$17.8524	Antonia Franco	Customer Service Clerk I	LPT
5/13/2024		Waterville	1A*
\$17.8524	Colin Harsh	Customer Service Clerk I	LPT
5/13/2024		Kent	1A*
\$17.8524	Vanessa Jones	Customer Service Clerk I	LPT
5/13/2024		Birmingham	1A*
\$17.8524	Robert Lewis	Customer Service Clerk I	LPT
5/13/2024		Main Circulation	1A*
\$17.8524	Allison McDaniel	Customer Service Clerk I	LPT
5/13/2024		Sylvania	1A*
\$17.8524	Kaitlyn Weber	Customer Service Clerk I	LPT
5/15/2024		Holland	1A*
\$17.8524	Olivia Raczkowski	Customer Service Clerk I	LPT

Payroll Changes

Employee	From	To
5/12/2024	Public Services	Public Services
Andrea Francis	Manager Public Services	Deputy Director of Public Services
Promotion	Exempt Gr R12	Exempt Gr R13
	FT \$115,234.86	FT \$120,996.53
5/12/2024	King Road	Washington
Christopher Roth	Customer Service Clerk I	Customer Service Clerk I
Transfer	CWA Gr 1A*	CWA Gr 1A*
	FT \$40,356.62	FT \$40,356.62
5/12/2024	Heatherdowns	Main Circulation
Mallorie Sutter	Page	Customer Service Clerk I
Promotion/Transfer	Page Gr Step 1	CWA Gr 1A*
	Page \$10.4500 Hourly	LPT \$17.8524 Hourly

Separations

Employee	From
4/30/2024	Toledo Heights
Vicky Avalos	Customer Service Clerk II
Retirement	CWA FT
5/3/2024	HR - Sub
Chloe Rieder	Substitute Librarian II
Separation	SUB SUB
5/25/2024	Holland
Georgina Sanchez Brown	Customer Service Clerk I
Separation	CWA FT

Travel and Training Expenses The Board approved the following travel and training expenditure on motion of Mr. Salas, seconded by Mrs. Odesky; all voted aye, motion carried.

Event	Date	Name	Amount
OLC Legislative Day, Columbus, Ohio	April 23 – 24, 2024	Lucas Camuso-Stall, Jason Kucsma	\$730.31
Ohio Bookmobile Manager’s Meeting, Medina County Library, Ohio	April 26, 2024	Colleen McBride	\$75.48
Electrical Safety and Compliance NWOSC, Northwood, Ohio	May 14, 2024	Ryan Snodgrass	\$30.00
Society of Ohio Archivists Annual Meeting, Bexley, Ohio	May 17, 2024	Janet Rhodes	\$185.00
Skilled Immigrant Integration Program Alumni Exchange, Indianapolis, Indiana	May 22 – May 23, 2024	Mely Arribas – Douglas	\$320.00
Skilled Immigrant Integration Program Alumni Exchange, Columbus, Ohio	June 5 – June 6, 2024	Mely Arribas – Douglas	\$200.00
Mazza Summer Conference, Findlay, Ohio	July 15 – July 17, 2024	Cindy Vanderbrink	\$515.00
New Directors Workshop Series, Dublin, Ohio	July 17, 2024 & August 28, 2024	Terwase Ngur	\$387.00
Association of Bookmobile and Outreach Services	October 14 – 17, 2024	Colleen McBride, Amelia Tibbits	\$3496.00

Annual Conference, Indianapolis, Indiana			
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Financial Report The financial report for the month ending April 30, 2024, was accepted on motion of Ms. Hauser, seconded by Mr. Salas; all voted aye, motion carried.

Tax Receipts

Opening Balance	\$17,597,425.64
Real Property Tax	\$ 1,195,924.64
April Public Library Fund	\$ 1,119,970.41
2024 Year to Date	\$19,913,320.69

Approval of Scheduled Vouchers The Board approved payment of the following schedule of vouchers for April 2024 on motion of Mr. Alexander, seconded by Mr. Salas; all voted aye, motion carried.

General Fund	\$3,526,616.13
Emergency Connectivity Fund	0.00
Building & Repair Fund	89,349.00
Capital Projects Note Fund	130.00
Total Health Care	489,112.37
Gift Funds	6,045.40
Trust Funds	-1,661.58
FSA Custodial Funds	11,845.19
Dog License Custodial Funds	8,250.00
Total:	\$4,129,686.51

Interim Funds Activity Interim Funds Transactions were approved as listed below on motion of Mrs. Odesky, seconded by Ms. Hauser; all voted aye, motion carried.

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
Opening Balance			\$26,093,191.91
STAR	130.00	0.00	
Huntington	3,869,037.97	2,201,475.29	
PNC	41.00	0.00	
April- Interest		50,165.56	
Ending Balance	\$3,869,208.97	\$2,251,640.85	\$24,475,623.79
<i>Breakdown of Funds:</i>			
General & Insurance Fund	\$ 14,745,825.35		
Building & Repair Fund	\$ 9,654,099.56		
Gift Fund	\$ 66,155.16		
Capital Projects Fund	\$ 9,543.72		
	\$24,475,623.79		

Trust Fund Activity Trust Fund Activity was approved on motion of Mr. Salas, seconded by Ms. Smith; all voted aye, motion carried.

Opening Balance			\$119,982.11
No Activity			
Ending Balance	\$0.00	\$0.00	\$119,982.11

Increase Revenue Budget and Modify Appropriations Budget Library Administration asked the Board to increase the 2024 Revenue Budget and the Annual Appropriations Budget for the following items:

Increase the 2024 Revenue Budget by:

Gift Funds \$23,453.64

Increase the 2024 Annual Appropriations Budget by:

Gift Funds \$12,1873.64

Decrease the 2024 Annual Appropriations Budget by:

Gift Funds \$11,266.00

Mr. Salas moved for approval, seconded by Mrs. Odesky; all voted aye, and the motion carried.

Resolution 06 – 2024 In April the Board approved the first Bond issue resolution which determined and declared the necessity for bonds to be issued in in the aggregate principal amount of \$153,000,000 for the purposes of completing the Library improvements related to its Master Plan, approved by the Board in 2020. The first Resolution requested that the Lucas County Auditor certify the total current tax valuation serviced by the Library and estimate the annual property tax levy in mills for each one dollar of taxable value. The Finance Committee recommended that the Board adopt the second Bond Issue Resolution, pursuant to Section 3375.24 of the Revised Code, which requests the Board of County Commissioners to submit the question to the electors residing in the boundaries of the Library, of issuing general obligation bonds in the aggregate principal amount of \$153,000,000 to be issued for the purposes of constructing, adding to, renovating, remodeling, furnishing, equipping and otherwise improving Library buildings facilities, and acquiring, and improving the sites. Mr. Salas moved for approval, seconded by a roll call vote. All voted aye; the resolution was adopted.

The adopted resolution is attached to these minutes.

Main Air Handler Replacement Sealed bids were opened on Tuesday, May 14th, 2024, at noon for Main Library’s Air Handler #3 and #5 replacement project. There were two responsive bidders.

Bayes, Inc.	\$127,717
Sperling Heating	\$131,368

The Buildings and Grounds Committee recommended that the Board approve the lowest responsive bidder, Bayes Inc., at \$127,717 and an additional 10% (\$12,772) to manage minor change orders that retrofit projects typically incur. Mr. Alexander moved for approval, seconded by Mrs. Odesky; all voted aye, and the motion carried.

Board and Community Education Nancy Eames, Youth Services Coordinator, gave a historical overview of the 100 years of Summer Read that is being celebrated this year at TLCPL. The presentation included memorabilia and photos from the program. This program has developed over the years to first include school-aged children only to now in 2024, readers from all age groups.

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

Regular Meeting June 27, 2024, Main Library Mr. Dansack announced that the next regular meeting of the Board would be on Thursday, June 27, 2024, at 8:30 a.m., at Main Library, 325 N. Michigan, Toledo.

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

Approved by: _____
Michael Dansack, President

Attested by: _____
Sheila, Odesky, Vice President

Date: _____
June 27, 2024