

**Toledo Lucas County Public Library
Minutes of Board of Trustees Meeting
October 24, 2024
Main Library 8:30 a.m.**

Present Micheal Alexander, Michael Dansack, Lori Hauser, Jesus Salas

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

Minutes The minutes of the regular meeting on September 26, 2024, were approved on motion of Mr. Alexander, seconded by Mr. Salas; all voted aye, motion carried.

Executive Director's Comments Included in the board packets today is an article from the Toledo Blade featuring the Wood County Library Director Michael Penrod's comments about the reduced tax revenue and its impact on the PLF. It has consistently underperformed projections for most of the year, due in part to reduced tax collections resulting from collapsed personal income tax brackets. We are very fortunate to have the PLF; it is unlike anything else in the country, and we share that in conversations with our state legislators. Statewide funding for public libraries is an exemplary model for funding public libraries, and conversations regarding the biennium budget are already underway with our elected officials. The goal will be to raise the PLF to 2%, a 0.3% increase, addressing the reduced tax revenue and persistent capital needs across the state. The FOL campaign for the bond issue is in the home stretch. They have been running a robust and lean campaign. Through digital ads, FOL has reached hundreds of thousands of people, reminding them to vote for Issue 24. Yesterday, TLCPL, with the Toledo Metroparks, announced the possibility of a Whitehouse branch that will feature a conservation literacy center with the passage of the bond issue.

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

Appointments

Employee	Agency/Classification	Grade	Salary
9/30/2024 Marley Broseke	King Road	Page 1	\$10.4500
9/30/2024 Joshua Fink	Washington	R05	\$53,072.37
9/30/2024 Kristin Osinski	Mobile Services	Page 1	\$10.4500
9/30/2024 Jamin Sullivan	Development Office	R06	\$60,000.14
10/14/2024 Aliyah Koviack	Heatherdowns	Page 1	\$10.4500

Payroll Changes

Employee	From	To
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10/13/2024	Birmingham		Holland	
Erin McGuire	Librarian I/Youth Services		Customer Service Clerk I	
Return to Former	APLE	Gr 6C	CWA	Gr 1A*
Position/Status	PT-II	\$24.3910	LPT	\$19.1019 Hourly
		Hourly		

Board Approval: 9/29/2024

Employee To			From	
10/13/2024	Fact & Fiction		Fact & Fiction	
Melissa Luthman	Librarian III/Specialist		Librarian III/Specialist	
Missed Increment	APLE	Gr 8C	APLE	Gr
8C				
Retro 09/29/2024	FT	\$31.5520 Hourly	FT	\$33.0689 Hourly

Separations

Employee	From
9/27/2024	Information Technology
Alexander Board	Computer Specialist II
Separation	Exempt FT
10/4/2024	Locke
Maniya Mcghee	Page
Separation	Page Page
10/9/2024	Mobile Services
Kristin Osinski	Page
Separation	Page Page
10/15/2024	Main Circulation
Allison McDaniel	Customer Service Clerk I
Separation	CWA LPT

Travel and Training Expenses The following travel and training expenditures were approved on motion of Mr. Alexander, seconded by Mr. Salas; all voted aye, motion carried.

Event	Date	Name	Amount
Sylvania Chamber of Commerce Luncheon, Sylvania, Ohio	September 4, 2024	Unique Britton	\$30.00
Ohio GFOA Conference, Cincinnati, Ohio	September 25 – 27, 2024	Dana Allee	\$86.58
2024 Touchstone Awards, Toledo, Ohio	September 26, 2024	Terri Carroll, Kelsey Rader	\$90.00
Breakfast with the Experts, Maumee, Ohio	October 16, 2024	Ryan Snodgrass	\$25.00
Ohio IUG Conference, Columbus, Ohio	October 25, 2024	Julie Erhart-Walton, Christina Gaydos, Jessica Luce, Kelly Michalak, Donna Spsychala	\$197.00

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Northeast Ohio Regional Library System 2024 Technology Conference, Twinsburg, Ohio	November 7, 2024	Ben Bolbach, Collins Onyia	\$196.50
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Financial Report The financial report for the month ending September 30, 2024, was accepted on motion of Mr. Salas, seconded by Ms. Hauser; all voted aye, motion carried. Mr. Graybeal congratulated the Finance Department Staff: Dana Allee, Bonnie Bond, Julie Bushroe, Michael Grunden, and Emily Leach, as well as administrative assistant Natalie Bostelman, for once again winning the Ohio Auditor of State's Award with Distinction. This is the twenty-seventh year in which TLCPL has received this honor. This award is given for the library's exemplary reporting services and serves as the standard for clean, accountable government, representing the highest level of service to Ohioans.

Tax Receipts

Opening Balance	\$39,282,125.65
Real Property Tax	
Public Library Fund	\$1,768,107.23
2024 Year to Date	\$41,050,232.88

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

General Fund	\$3,173,737.43
Building & Repair Fund	10,634.50
Capital Projects Note Fund	0.00
Total Health Care	435,033.74
Gift Funds	14,917.28
Trust Funds	444.00
FSA Custodial Funds	10,235.20
Dog License Custodial Funds	4,450.00
Total:	\$3,649,452.15

Interim Funds Activity Interim Funds Transactions were approved as listed below on Mr. Alexander's motion, seconded by Mr. Salas; all voted aye, and the motion carried.

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
Opening Balance			\$29,596,693.23
STAR @ 1.77%	13,870.00		
Huntington @ 0.20%	6,733,083.91	2,000,891.82	
PNC	41.00		
September - Interest		48,221.11	
Ending Balance	\$6,746,994.91	\$2,049,112.93	\$24,898,811.25

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<i>Breakdown of Funds:</i>	
General & Insurance Fund	\$15,446,167.06
Building & Repair Fund	9,396,124.50
Gift Fund	49,042.31
Capital Projects Fund	7,477.38
	\$24,898,811.25

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

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
Opening Balance			\$122,421.38
No Activity			
Ending Balance	\$0.00	\$0.00	\$122,421.38

Acceptance of Ohio Arts Council Grant The Library was awarded an Ohio Arts Council Grant for the project "Creating Aging Ohio: Building Bridges to Sustained Communities" in the amount of \$2000 to host programming at our Holland and West Toledo agencies to help libraries increase equity, diversity, and inclusion in our programs. The Finance Committee recommended that the Board accept the grant, establish the Ohio Arts Council Grant Fund, and advance money to the fund, if necessary. Mr. Salas moved for approval, seconded by Mr. Alexander; all voted aye, motion carried.

Acceptance of Ohio Brownfield Grant The Library applied for a Brownfield Remediation Grant through the Ohio Department of Development in 2023 and was recently awarded \$560,049 to support the environmental cleanup of the former shopping plaza at 3025 Alexis Road and the demolition of a building at 3100 Tremainsville. The Library will be a sub-recipient to the Lucas County Land Reutilization Corporation, also known as the Lucas County Land Bank. The Finance Committee recommended that the Board accept the grant, establish the Brownfield Remediation Grant Fund, and advance money to the fund, if necessary. Mr. Salas moved for approval, seconded by Mr. Alexander; all voted aye, motion carried.

Increase Revenue Budget and Modify Appropriations The Budget Administration asked the Board to increase the 2024 Revenue Budget and the Annual Appropriates for the following items. Mr. Salas moved for approval, seconded by Ms. Hauser; all voted aye, motion carried.

Increase the 2024 Revenue Budget by:	
Special Revenue Funds	\$562,049.00
Capital Fund Projects Fund	\$425.00
Gift Funds	\$65.00

Increase the 2024 Annual Appropriations Budget by:	
Special Revenue Funds	\$562,049.00
Capital Projects Fund	\$425.00
Gift Funds	\$65.00

National and Local Media Highlights Mr. Kucsma introduced two media segments that the Library had recently been featured in. On October 11, NPR reporter Andrea Hsu published a story featuring the Small Business and Nonprofit Department's work. The story was well received both nationally and locally. The Library's Communications department and the Toledo Metroparks produced a video to announce the possibility of a new library branch in Whitehouse at the Blue Creek Metropark if the bond issue passes. The exciting concept is brought forward in the media piece.

Staff Organizations Brief remarks were heard by Steven Nichols, APLE representative, and Jon Henley, CWA Representative. Steve Nichols congratulated Mely Arribas-Douglas on her award from the Latino Alliance of Northwest Ohio at this year's Diamante Ceremony. Mely received the "Friend of the Latino Community" honor.

Regular Meeting November 21, 2024, Main Library Mr. Dansack announced that the next regular meeting of the Board would be on Thursday, November 21, 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 Mr. Alexander, seconded by Mr. Salas; all voted aye, meeting adjourned at 9:07 a.m.

Approved by: _____
Michael Dansack, President

Attested by: _____
Keith B. Jordan, Sr., Secretary

Date: _____
November 21, 2024