

**Toledo Lucas County Public Library  
Minutes of Board of Trustees Meeting  
November 20, 2025  
Main Library 8:30 a.m.**

**Present** Micheal Alexander, Michael Dansack, Lori Hauser, Keith Jordan, Sheila Odesky, and 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 October 30, 2025, were approved on a motion by Mr. Alexander, seconded by Mr. Jordan; all voted aye, motion carried.

**Auditors Award of Distinction** Scott Sands, Regional Liaison from the Ohio Auditor of State Keith Faber's Office, presented the Library with the Ohio Auditor of State Award with Distinction for excellence in financial reporting. Six thousand organizations are audited annually in Ohio; only 3-5 meet the criteria for this award. Mr. Sands congratulated the Library on winning the award year after year. This is the twenty-eighth straight year that TLCPL has won the award.

**Executive Director's Comments** Mr. Kucsma opened his remarks by expressing his appreciation for staff taking time to attend the Board Meetings and see how the Library conducts its business. He congratulated the Finance team for consistently achieving the Auditor's Award year after year. The level of transparency with which they conduct business is important to leadership, the library, and our community. Referencing the full agenda, Kucsma concluded his brief remarks with a mention that this agenda reflects months of hard work done by individuals in many corners of the library. He expressed his appreciation for everyone who has been a part of this work.

**Public Comments:** Public comments were received from Elisha Whitenack and Lisa Vineyard regarding the new medical insurance plan and reduction-in-force.

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

**Appointments**

<b>Employee</b>	<b>From</b>	<b>To</b>
10/27/2025		Finance
Brandon Jones		Purchasing Technician
Appointment		EXEMPT R05
		FT \$28.2052 Hourly

**Payroll Changes**

<b>Employee</b>	<b>From</b>			<b>To</b>		
10/26/2025	Tech Services			Tech Services		
Emily Fountain	Clerk III			Clerk IV		
Grade Change	CWA	5-3A		CWA	5-4A	
45746	FT	\$25.5817	Hourly	FT	\$25.5817	Hourly
	Heatherdown					
10/26/2025	s			Heatherdowns		
Aliyah Koviack	Page			Page		
Grade Change	PAGE	Page 1		PAGE	Page 2	
	Page 1	\$10.7000	Hourly	Page 2	\$11.2000	Hourly
11/2/2025	Oregon			Birmingham		
Jasmine Gale	Customer Service Clerk II			Customer Service Clerk II		
Temporary						
Transfer	CWA	2A*		CWA	2A*	
	FT	\$23.5193	Hourly	FT	\$23.5193	Hourly
11/2/2025	Sanger			Mott		
Isabella Polston	Customer Service Clerk I			Customer Service Clerk I		
Temporary						
Transfer	CWA	1A*		CWA	1A*	
	LPT	\$18.5665	Hourly	LPT	\$18.5665	Hourly
11/2/2025	West Toledo			South		
Christopher Roth	Customer Service Clerk I			Customer Service Clerk I		
Temporary						
Transfer	CWA	1A*		CWA	1A*	
	FT	\$22.1692	Hourly	FT	\$22.1692	Hourly
	Main					
11/9/2025	Circulation			Point Place		
Angela Bronson	Manager Regional Agencies			Manager Regional Agencies		
Temporary						
Transfer	Exempt	R10		Exempt	R10	
	FT	\$46.5633	Hourly	FT	\$46.5633	Hourly
11/9/2025	Point Place			Local History & Genealogy		
Shelly Rarick	Manager/ Librarian V			Manager/ Librarian V		
Transfer	Exempt	R08		Exempt	R08	
	FT	\$44.3518	Hourly	FT	\$44.3518	Hourly
11/17/2025	Mott			South		
	Assistant Manager/					
Leigh Dorr	Librarian IV			Circulation Supervisor		
Temporary						
Transfer	Exempt	R06		Exempt	R06	
	FT	\$29.8454	Hourly	FT	\$29.8454	Hourly

### Separations

<b>Employee</b>	<b>From</b>	<b>To</b>
10/27/2025	Substitutes	
Allison Flory	Substitute Librarian I	
Resignation	SUB	8.1

10/31/2025	SUB	\$20.0000	Hourly
Marcella Dillin	Birmingham		
Retirement	Customer Service Clerk II		
	CWA	10-2	
	PT	\$24.1044	Hourly
10/31/2025	Holland		
Grace Friend	Customer Service Clerk I		
Resignation	CWA	1A*	
	FT	\$19.6971	Hourly

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

**Travel and Training**

Event	Date	Name	Amount
100 Years of Ohio Authors, Delaware, Ohio	November 15, 2025	Nancy Eames	\$136.00

**Tuition Expenditures**

School	Name	Amount
University of Phoenix	Andrea Vallejo	\$450.00
Valdosta State University	Cade Clem	\$1,500.00
Wayne State University	Rachel Stewart	\$1,500.00

**Stop Loss Insurance** The Personnel Committee reviewed a proposal from Library administration regarding Stop-Loss Insurance Premiums effective January 1, 2026, through December 31, 2026. The proposal from Crum & Forster was received by the Library's broker, USI. This proposal carries an estimated annual premium of \$574,561 and includes a deductible of \$150,000. The Personnel Committee recommended that the Board approve the Crum & Forster proposal. Mr. Salas moved for approval, seconded by Mr. Alexander; all voted aye, motion carried.

**2026 Medical Insurance Rates** Based on recommendations from Library administration and healthcare broker USI, the Personnel Committee recommended an overall 10.93% decrease in rates for the newly established PPO and HDHP Plans that will replace the current HMO, OOA, and Flex Plans. Rates will also be adjusted from 2 tiers to 4 tiers to better align with market trends. The current HMO, OOA, and Flex Plans rates versus the newly established PPO and HDHP Plan rates are shown below to be effective January 1, 2026. Mr. Salas moved for approval, seconded by Mr. Alexander; all voted aye, motion carried.

	2025
Paramount FLEX (POS) + Caremark Rx	Monthly Rate
Single	\$899.74
Family	\$2393.31

Paramount HMO/OOA + Caremark Rx

Single	\$837.96
Family	\$2228.97
Delta Dental	
Single	\$34.07
Family	\$98.02
	2026
Meritain/Caremark PPO Plan	Monthly Rate
Single	\$822.73
Single + Spouse	\$1,810.00
Single + Child(ren)	\$1,480.91
Family	\$2,468.18
Meritain/Caremark HDHP Plan	
Single	\$707.82
Single + Spouse	\$1,557.21
Single + Child(ren)	\$1,274.08
Family	\$2,123.47
Delta Dental	
Single	\$32.92
Single + Spouse	\$62.87
Single + Child(ren)	\$86.42
Family	\$117.42

**Executive Session** Mrs. Odesky moved that the Board, subject to Ohio Revised Code Section 121.22 (G1) regarding the employment or compensation of a Library employee, go into an Executive Session. Mr. Dansack seconded the motion, and a roll call vote was taken. Mrs. Odesky respectfully asked that everyone leave the Board Room. Mrs. Odesky invited everyone back and asked for a motion to return to regular session. Motion made by Mr. Alexander and seconded by Mr. Dansack; all voted aye. A roll call vote was taken.

**CWA Collective Bargaining Agreement.** On November 7, 2025, the Library and CWA reached a tentative agreement on a new two-year contract. CWA membership ratified the tentative agreement on November 14, 2025. The Personnel Committee has reviewed the terms of the Agreement and sought full Board approval of this labor contract. Mr. Salas moved for approval, seconded by Mr. Jordan; all voted aye, motion carried.

**Financial Report** The financial report for the month ending October 31, 2025, was accepted on motion of Mr. Dansack, seconded by Mr. Salas; all voted aye, motion carried.

**Approval of Scheduled Vouchers** The payment of scheduled vouchers is attached to these minutes in the Financial Board Report, which was approved on a motion by Mr. Salas, seconded by Ms. Hauser; 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. Alexander; all voted aye, motion carried.

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

**Resolution 15-2025** Mr. Alexander introduced the following resolution and moved its passage.

WHEREAS, the Toledo Lucas County Public Library Board of Trustees (the “Board”) is undertaking 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, for the Phase 2 Operations Center portion of the Project, Lathrop proposed a GMP 2; and

WHEREAS, based on Lathrop’s GMP 2 proposal, the Director of Operations/Deputy Fiscal Officer and the Executive Director/Fiscal Officer request authorization to negotiate, finalize and execute the GMP Amendment No. 2 to the CMR Agreement, for the construction phase services for the Phase 2 Operations Center portion of the Project with Lathrop, in an amount not to exceed \$11,941,973; and

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

WHEREAS, during construction of this Phase 2 of the Project, there may be changes to the Work that impact the Scope of the Work, Contract Sum, and/or Contract Time. These changes may be documented via Amendment, Change Order, or Construction Change Directive (“Modifications”) and to avoid Project delay and related costs, the Director of Operations/Deputy Fiscal Officer and the Executive Director/Fiscal Officer may be authorized to approve and execute such Modifications which shall not individually exceed the amount of \$358,259.19 which is 3% of the GMP.

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

1. The Board approves a Guaranteed Maximum Price for the Phase 2 Operations Center portion of the Project in an amount not to exceed \$11,941,973.
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 the GMP Amendment No. 2 to the CMR Agreement with Lathrop for the Phase 2 Operations Center of the Project, subject to the not to exceed GMP amount set forth herein, along with any related documents.

3. The Board further authorizes the Director of Operations/Deputy Fiscal Officer and the Executive Director/Fiscal Officer to sign Modification(s) related to this portion of the Project where such Modification individually does not exceed \$358,259.19. Should the Modification exceed this amount, it will be brought to the Board for approval.

Mr. Alexander requested a second and a roll-call vote. Mr. Salas seconded the resolution, and a roll call vote was taken; all voted aye.

**Master Plan Updates: Mike Graybeal, Director of Operations, and Nick Hamilton, Project Coordinator. Mike Graybeal and Nick Hamilton provided a brief update on the coordination of funding for the Master Plan and its progress.** The update also included a timeline for the projects and outlined the decision-making process.

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

**Regular Meeting December 18, 2025, Main Library** Mrs. Odesky announced that the next regular meeting of the Board would be held on Thursday, December 18, 2025, at 8:30 a.m. at the Main Library, 325 N. Michigan, Toledo.

**Adjournment** There being no further business to come before the Board, Mrs. Odesky asked for a motion to adjourn the meeting. The motion was made by Mr. Salas, seconded by Mr. Alexander; all voted aye. Meeting adjourned at 9:53 a.m.

Approved by: \_\_\_\_\_  
Sheila Odesky, President

Attested by: \_\_\_\_\_  
Micheal Alexander, Secretary

Date: December 18, 2025



**TOLEDO LUCAS COUNTY PUBLIC LIBRARY**  
**Financial Board Report**  
**October, 2025**

**Tax Receipts**

<b>Opening Balance</b>		<b>\$41,921,227.12</b>
Real Property Tax	\$	1,142,166.57
Public Library Fund	\$	1,560,569.23
<b>2025 Year to Date</b>		<b>\$44,623,962.92</b>

**Summary of Scheduled Vouchers for October, 2025**

General Fund	\$7,773,319.78
Brownfield Remediation Fund	10,938.78
Bond Retirement Fund	882.86
Building & Repair Fund	59,820.00
Tax Exempt Capital Bond Fund	1,096,879.91
Total Health Care	496,094.69
Gift Funds	500.00
Trust Funds	3,005.66
FSA Custodial Funds	13,340.76
Dog License Custodial Funds	1,775.00
<b>Total:</b>	<b>\$9,456,557.44</b>

**Interim Funds Activity**

	<u><b>Maturities</b></u>	<u><b>Investments</b></u>	<u><b>Balance</b></u>
<b>Opening Balance</b>			<b>\$28,856,790.13</b>
STAR	3,505.66	119,007.76	
September - Interest		105,236.03	
<b>Ending Balance</b>	<b>\$3,505.66</b>	<b>\$224,243.79</b>	<b>\$29,077,528.26</b>
<b>Breakdown of Funds:</b>			
General, Capital Project, & Insurance Fund	\$ 28,703,288.76		
Gift & Trust Funds	374,239.50		
	<u>\$29,077,528.26</u>		

# Toledo Lucas County Public Library



## Monthly Investment Report

October 31, 2025



	Total Investments	Gross Monthly Income	Gross FYTD Income	Average Yield	Average Maturity
RedTree Investment Accounts					
2025 Tax Exempt Bond Retirement	\$ 2,805,340.70	\$ 94.00	\$ 904.55	4.32%	0.02 yrs
2025 Tax Exempt Proceeds	\$ 74,588,802.26	\$ 472,648.97	\$ 751,198.14	4.1%	0.71 yrs
2025 Taxable Proceeds	\$ 73,917,180.02	\$ 278,814.38	\$ 930,189.97	4.07%	3.63 yrs
Operating Funds	\$ 5,039,743.16	\$ 9,135.36	\$ 40,383.10	4.24%	2.78 yrs
Total RedTree Investments	\$ 156,351,066.14	\$ 760,692.71	\$ 1,722,675.76	4.09%	2.14 yrs

<b>Benchmark Interest Rates</b>	<b>10/31/25</b>	<b>10/31/24</b>
Star Ohio	4.22%	5.01%
6-Month Treasury	3.79%	4.43%
2-Year Treasury	3.60%	4.16%
5-Year Treasury	3.71%	4.15%

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