

**Toledo Lucas County Public Library  
Minutes of Board of Trustees Meeting  
June 24, 2021  
Main Library 8:30 a.m.**

**Present** Micheal Alexander, Michael Dansack, Keith Jordan, Sheila Odesky, Jesus Salas, Susan Savage.

**Roll Call** The meeting was called to order by Mrs. Savage at 8:30 a.m., followed by roll call.

**Minutes** The minutes of the regular meeting May 27, 2021 were approved on motion of Mr. Dansack, seconded by Mr. Alexander; all voted aye, motion carried.

**Executive Director's Comments** Many of TLCPL's teams pulled together for Juneteenth celebrations. This included a table at the African American Legacy Project event celebrating the 100<sup>th</sup> anniversary of the Negro Baseball League in Toledo. The Library was also supported two other initiatives: the celebration at the Frederick Douglas Center and the Out of the Dark exhibit at the Toledo Museum of Art. There are many things in the Board Report this month that shows all of the work TLCPL is doing right now.

**Employment Report** The employment report was approved on motion of Mr. Alexander, seconded by Mr. Jordan; all voted aye, motion carried.

**Appointments**

Employee	Agency	Grade	Salary	Date
None				

**Payroll Changes**

Employee	From	To
5/30/2021	Mobile Services	Fact & Fiction
Gretchen Black	Librarian II/Adult Services	Librarian II/Adult Services
Transfer	Gr 7A St 9	Gr 7A St 9
	APLE FT \$66,760.93	APLE FT \$66,760.93
5/30/2021	Mobile Services	Heatherdowns
Olivia Ruffin	Shelver	Customer Service Clerk
Promotion/Transfer	Ungraded St 1	Gr 1A* St 1
	CWA Shelver \$11.1689 Hourly	CWA PT-II \$16.3390 Hourly
5/30/2021	West Toledo	King Road
John Campbell	Customer Service Clerk I	Customer Service Clerk I
Transfer	Gr 1 St 4	Gr 1 St 4
	CWA FT \$36,485.99	CWA FT \$36,485.99
5/30/2021	Locke	Locke
Joseph Cowley	Acting Manager/Librarian V	Manager/Librarian V
Promotion	Gr G St 3	Gr H St 2
	Exempt FT \$62,729.83	Exempt FT \$65,342.60

5/30/2021	Mobile Services	Main Circulation
Catherine Romstadt	Customer Service Clerk II	Customer Service Clerk II
Transfer	Gr 2 St 7	Gr 2 St 7
	CWA FT \$41,364.39	CWA FT \$41,364.39
5/30/2021	West Toledo	West Toledo
Olivia Drees	Customer Service Clerk I	Customer Service Clerk I
Status Change	Gr 1A* St 1	Gr 1A* St 1
	CWA PT-II \$16.3390 Hourly	CWA FT \$31,860.98
5/30/2021	West Toledo	West Toledo
Mya Jones	Customer Service Clerk I	Customer Service Clerk I
Status Change	Gr 1A* St 3	Gr 1A* St 3
	CWA FT \$33,801.30	CWA FT \$17.3340 Hourly
5/30/2021	Waterville	West Toledo
Jennifer Green	Customer Service Clerk I	Customer Service Clerk I
Status Change/Transfer	Gr 1A* St 1	Gr 1A* St 1
	CWA LPT \$16.3390 Hourly	CWA PT-I \$16.3390 Hourly
6/7/2021	Toledo Heights	Toledo Heights
Ryan Rigaux	Manager/Librarian V	Manager/Librarian V
Salary Adjustment	Gr H St 2	Gr H St 3
Retro 05/02/2021	Exempt FT \$65,342.60	Exempt FT \$68,117.18
6/13/2021	King Road	Reynolds Corners
Leigh Dorr	Customer Service Clerk I	Supervisor Circulation Services I
Promotion/Transfer	Gr 1A St 4	Gr C St 1
	CWA FT \$34,815.28	Exempt FT \$40,324.71
6/13/2021	Reynolds Corners	Reynolds Corners
Karen Herren	Shelver	Shelver
Permanent Transfer	Ungraded St 1	Ungraded St 1
	CWA Shelver \$11.1689 Hourly	CWA Shelver \$11.1689 Hourly
6/13/2021	Computers & Media	South
Rebecca Ransberger	Assistant Manager/Studio Lab	Manager/Librarian V
Promotion/Transfer	Gr G* St 6	Gr H* St 5
	Exempt FT \$70,475.83	Exempt FT \$73,643.40
6/13/2021	Washington	Washington
Chariti Lockard	Customer Service Clerk I	Customer Service Clerk I
Status Change	Gr 1A* St 2	Gr 1A* St 2
	CWA FT \$32,816.73	CWA LPT \$16.8291 Hourly
6/13/2021	Washington	Washington
Sam Ponke	Customer Service Clerk I	Customer Service Clerk I
Status Change	Gr 1A* St 2	Gr 1A* St 2

	CWA	LPT	\$16,829.1	Hourly	CWA	FT	\$32,816.73
6/13/2021	Facilities & Operations				Facilities & Operations		
James Adams	Maintenance Worker				Maintenance Technician		
Title Change	Gr 6A* St 5				Gr 6A* St 5		
	CWA	FT	\$47,089.81		CWA	FT	\$47,089.81
6/13/2021	Facilities & Operations				Facilities & Operations		
Robert Bennett	Maintenance Worker				Maintenance Technician		
Title Change	Gr 6A* St 3				Gr 6A* St 3		
	CWA	FT	\$44,386.66		CWA	FT	\$44,386.66
6/13/2021	Facilities & Operations				Facilities & Operations		
Raymond Conners	Maintenance Worker				Maintenance Technician		
Title Change	Gr 6 St 7				Gr 6 St 7		
	CWA	FT	\$52,309.25		CWA	FT	\$52,309.25
6/13/2021	Facilities & Operations				Facilities & Operations		
Jeffrey Johnson	Maintenance Worker				Maintenance Technician		
Title Change	Gr 6A* St 5				Gr 6A* St 5		
	CWA	FT	\$47,089.81		CWA	FT	\$47,089.81
6/13/2021	Facilities & Operations				Facilities & Operations		
John Sutton	Maintenance Worker				Maintenance Technician		
Title Change	Gr 6 St 7				Gr 6 St 7		
	CWA	FT	\$52,309.25		CWA	FT	\$52,309.25
6/18/2021	Facilities & Operations				Facilities & Operations		
Diana Thomas	Custodian I				Custodian I		
Equity Adjustment	Gr 1A* St 1				Gr 1A* St 2		
Retro 10/07/2019	CWA	FT	\$31,860.98		CWA	FT	\$32,816.73
6/13/2021	Facilities & Operations				Facilities & Operations		
Brent Zietlow	Maintenance Worker				Maintenance Technician		
Title Change	Gr 6A* St 5				Gr 6A* St 5		
	CWA	FT	\$47,089.81		CWA	FT	\$47,089.81

Separations

	Employee	Agency	Date
Administration	Duane Ackley – <i>Retirement</i>	Information Technology	07/31/2021
	Barbara Trevino – <i>Retirement</i>	West Toledo	08/31/2021
Clerical	Esperanza Rios	Heatherdowns	06/03/2021
	Lisa Selmek – <i>Retro 06/12/2021</i>	King	06/16/2021
Librarian	Amber Painter	Computers & Media	06/11/2021

**Resolution 1 – 2021 Update to OPERS Pick-Up** On November 21, 2019 the Library Board of Trustees passed a motion adding Grade N to the Library’s Salary Schedule. The Board had previously approved participation in the Ohio Public Employee’s statutorily required contribution to OPERS for certain classes of employees and treats contributions to OPERS as an employer contribution under Internal Revenue Code Section 414(h)(2). The board previously eliminated the OPERS pick-up benefit for the Exempt class of employees in grades A through M for employees hired after January 1, 2015. The following resolution was adopted by the board on motion of Mrs. Odesky, seconded by Mr. Alexander; all voted aye, motion carried.

Now therefore be it resolved that the Library will continue to participate in the Ohio Public Employee’s statutorily required contribution to OPERS for employees in grades A through N hired before January 1, 2015 and the Library will not participate in the Ohio Public Employee’s statutorily required contribution for employees in grades A through N for employees hired after January 1, 2015.

**Financial Report** The financial report for the month ending May 31<sup>st</sup>, 2021 were accepted by the Board as presented on motion of Mr. Dansack, seconded by Mr. Jordan; all voted aye, motion carried.

**Tax Receipts May**

Opening Balance	\$18,950,223.31
Real Property Tax	0.00
May Public Library Fund	\$ 1,573,849.17
2021 Year to Date	\$20,524,072.48

**Vouchers Approved** The Board approved payment of the following schedule of Vouchers for May 2021 on motion of Mr. Jordan, seconded by Mr. Alexander; all voted aye, motion carried.

General Fund	\$2,614,932.19
Coronavirus Relief Fund (CRF)	0.00
Building & Repair Fund	0.00
Capital Projects Note Fund	80,998.00
Total Health Care	460,097.81
Gift Funds	1,610.28
Trust Funds	617.50
Total:	\$3,158,255.78

**Interim Funds Activity** Interim Funds Transactions were approved as listed below on motion of Mr. Dansack, seconded by Mr. Jordan; all voted aye, motion carried.

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
Opening Balance			\$20,132,206.07
STAR @ 1.77%	82,608.28	1,800,000.00	
Huntington @ 0.20%	2,935,507.26		

April- Interest		301.75	
Ending Balance	\$3,018,115.54	\$1,800,301.75	\$18,914,392.28
<i>Breakdown of Funds:</i>			
General & Insurance Fund	\$ 13,266,517.74		
Building & Repair Fund	4,154,193.49		
Gift Fund	180,395.11		
Capital Projects Fund	1,313,285.94		
	\$18,914,392.28		

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

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
Opening Balance			\$650,000.00
No Activity			
Ending Balance	\$0.00	\$0.00	\$650,000.00

**2022 Estimated Budget Request** The Finance Committee met on June 21, 2021 and reviewed the proposed Budget Request for 2022. This request complies with State Law and must be transmitted to the Lucas County Budget Commission on or before July 15, 2021. Mr. Salas moved for approval of the proposed 2022 Budget Request, seconded by Mrs. Odesky; all voted aye, motion carried.

**Staff Organizations** Brief remarks were heard from Brooke Cox, APLE representative and Jon Henley, CWA representative.

**The TLCPL Way** Terri Carroll, Director of Communications, Innovation and Strategy presented a new Vision and Values video where the Executive Leadership Team talks about the new path forward for the Strategic Priorities and Road Map.

**Regular Meeting** Mrs. Savage announced the next regular meeting of the Board would be on Thursday, July 22, 2021 at 8:30 a.m. at the Main Library, 325 N. Michigan St., Toledo.

**Adjournment** There being no further discussion to come before the Board, Mrs. Savage asked for a motion to adjourn the meeting. Motion made by Mr. Alexander, seconded by Mr. Dansack; all voted aye, meeting adjourned at 9:07 a.m.

Approved by: \_\_\_\_\_  
Susan Savage, President

Attested by: \_\_\_\_\_  
Dennis Johnson, Secretary

Date: \_\_\_\_\_  
July 22, 2021