

I. Organizational Meeting for 2024

Vice President Michele Jakubs called to order a meeting of the Avon Lake Public Library Board of Trustees on December 14, 2023 at 8:03 p.m. Trustees in attendance were: Michele Jakubs, Steve Parsons, Marilyn Valentino, and Rebecca Schaltenbrand. Christina Mars, Amy Margiotti and Deborah Yue were absent. Also present were Director William Rutger, Fiscal Officer Lorie Scheer, and Fiscal Assistant Carrie Muzychak.

II. Election of 2024 Board Officers

Rebecca Schaltenbrand moved and Steve Parsons seconded **Resolution No. 2916-23** to approve the following slate of Board Officers for 2023 for the Avon Lake Public Library Board of Trustees: Deborah Yue, President, Michele Jakubs, Vice President, and Marilyn Valentino, Secretary.

Call For Vote: All Ayes Motion Carried

III. Signature authority to the 2024 Board Officers

Steve Parsons moved and Rebecca Schaltenbrand seconded **Resolution No. 2917-23**, granting signature authority to the 2024 Board Officers: Deborah Yue, President, Michele Jakubs, Vice President, and Marilyn Valentino, Secretary.

Call For Vote: All Ayes Motion Carried

IV. Reappointment of Fiscal Officer

Steve Parsons moved and Marilyn Valentino seconded **Resolution No. 2918-23** to reappoint Lorie Scheer as part-time Fiscal Officer (Grade 27) of the Avon Lake Public Library at the hourly rate of \$44.50, effective the pay period that includes January 1, 2024.

Roll Call Vote: Motion Carried

Roll Call Vote: All Ayes Motion Carried

Michele Jakubs	AYE
Christina Mars	Absent
Amy Margiotti	Absent
Steve Parsons	AYE
Rebecca Schaltenbrand	AYE
Marilyn Valentino	AYE
Deborah Yue	Absent

V. Fiscal Officer signature authority

Rebecca Schaltenbrand moved and Steve Parsons seconded **Resolution No. 2919-23** to grant Lorie Scheer, Fiscal Officer signature authority.

Call For Vote: All Ayes Motion Carried

VI. Bonding for the Fiscal Officer

Steve Parsons moved and Rebecca Schaltenbrand seconded **Resolution No. 2920-23** to require a \$10,000 surety bond for the Fiscal Officer with the term of coverage from December 2023 to December 2024.

Roll Call Vote: Motion Carried

Michele Jakubs	AYE
Christina Mars	Absent
Amy Margiotti	Absent
Steve Parsons	AYE
Rebecca Schaltenbrand	AYE
Marilyn Valentino	AYE
Deborah Yue	Absent

VII. 2024 Regular Board Meetings

January 11	April 11	July 11	October 10
February 8	May 9	August 8	November 14
March 14	June 13	September 12	December 12

Rebecca Schaltenbrand moved and Steve Parsons seconded **Resolution No. 2921-24** to maintain the second Thursday of the month in 2024 for regular Board meetings.

Call For Vote: All Ayes Motion Carried

VIII. 2024 listing of days closed**2024 LISTING OF DAYS CLOSED**

<i>Monday</i>	<i>January 1</i>	<i>New Year's Day</i>	
<i>Monday</i>	<i>January 15</i>	<i>Martin Luther King Jr. Day</i>	<i>New</i>
<i>Sunday</i>	<i>March 31</i>	<i>Easter</i>	
<i>Sunday</i>	<i>April 7</i>	<i>Eclipse Set-Up</i>	<i>2024 only</i>
<i>Sunday</i>	<i>April 8</i>	<i>Eclipse</i>	<i>2024 only</i>
<i>Friday</i>	<i>May 3</i>	<i>Staff In-Service Day</i>	<i>Staff workday</i>
<i>Monday</i>	<i>May 27</i>	<i>Memorial Day</i>	
<i>Thursday</i>	<i>July 4</i>	<i>Independence Day</i>	
<i>Monday</i>	<i>September 2</i>	<i>Labor Day</i>	
<i>Saturday</i>	<i>October TBD</i>	<i>Boo by the Woods</i>	<i>Staff workday</i>
<i>Thursday</i>	<i>November 28</i>	<i>Thanksgiving</i>	
<i>Tuesday</i>	<i>December 24</i>	<i>Christmas Eve</i>	
<i>Wednesday</i>	<i>December 25</i>	<i>Christmas Day</i>	
<i>Tuesday</i>	<i>December 31</i>	<i>New Year's Eve</i>	

Sundays: Starting May 26 (Memorial Day weekend) thru September 1 (Labor Day weekend)

Marilyn Valentino moved and Steve Parsons seconded **Resolution No. 2922-23** to approve the 2024 listing of days closed.

Call For Vote: All Ayes Motion Carried

IX. 2024 Board Standing Committee Assignments

Finance & Audit	S. Parsons, chair and A. Margiotti
Personnel	R. Schaltenbrand, chair and M. Jakubs
Building & Technology	C. Mars, chair and M. Valentino

X. 2024 Organizational meeting adjourned at 8:06 p.m.

Michele Jakubs, Vice President

Marilyn Valentino, Secretary