

**I. Call to Order and Roll Call**

President Michele Jakubs called to order a meeting of the Avon Lake Public Library Board of Trustees on February 13, 2025 at 7:00p.m. Trustees in attendance were: Steve Parsons, Amy Margiotti, Deborah Yue, Marilyn Valentino, and Christina Mars. Rebecca Schaltenbrand was absent. Also present were Director William Rutger, and Fiscal Officer Lorie Scheer.

**II. Adjustments to the agenda** -There were no adjustments to the agenda.

**III. Public comments** - None

**IV. Minutes**

*A. Minutes of the regular meeting of January 9, 2025*

Marilyn Valentino moved, and Amy Margiotti seconded **Resolution No. 3005-25**, approving the minutes of the regular meeting of January 9, 2025.

Call For Vote: All Ayes      Motion Carried

**V. Fiscal Officer's Report**

*A. Fiscal Officer's month, January 2025 report, and monthly financial statements -*

Lorie began the Revenue Report noting that the Public Library Fund (PLF) check received in January was on target for the first month of the year. All purchase orders have been established; however, Lorie noted some purchase orders under the materials account were duplicated and will be revised for next month's report. There will be a double check to confirm purchase orders are accurately reflected before the Permanent Appropriations budget is approved at the March meeting.

Also discussed were unspent dollars from purchase orders established in 2024 that are shown on reports as "excess." Lorie clarified that 2024 purchase orders will be closed out after March month-end is processed. These excess dollars will roll into the budget for the current year and will be reflected in the April report. Lorie inquired if there were questions on the check report, and there were none.

Amy Margiotti moved and Christina Mars seconded **Resolution No. 3006-25**, approving the Fiscal Officer's February 2025 reports and monthly financial statements.

Call For Vote: All Ayes      Motion Carried

## VI. Director's Reports

A. *Gifts* - Gifts to the Library are as follows:

For the DiscoveryWorks Renovation:

\$500.00 from Wendy Manternach

\$250.00 from the Cox Crew

\$1,000.00 from Martin & Holly O'Donnell

\$100.00 from Lorain with Littles

\$1,500.00 from Dennis Potonic (by way of the Friends of the Library)

\$500.00 from Ed & Denise Zovack

In memory of Emmy Greenwell

\$50.00 from Don & Pam Landers

\$50.00 from Jason West

\$25.00 from Leslie Shafer

\$300.00 from Cuyahoga County Prosecutor's Office, Civil Division

\$250.00 from Anthony & Jennifer Goldyn for Children's Books / Storytime

\$100.00 from Martin & Holly O'Donnell in memory of Kay O'Donnell

Steve Parsons moved and Deborah Yue seconded **Resolution No. 3007-25**, accepting \$4,625.00 to the Avon Lake Public Library.

Call For Vote: All Ayes      Motion Carried

### *B. Director's Monthly Report*

In his 2026-2027 budget, the Governor has proposed to increase the Public Library Fund (PLF) from 1.7% to 1.75%. The Ohio Library Council (OLC) will advocate that the Legislature increase it to 2%. William noted that the Ohio House introduced its funding bill, holding the PLF at 1.75%. The governor is prioritizing "the Science of Reading" and has publicly remarked on the value public libraries add to meeting his reading readiness goals.

Over 1,500 visitors attended the DiscoveryWorks grand opening, and more than 800 visited the following Sunday. The following week, capacity limits were reached. The community's overwhelming feedback has been positive, with many visitors noting that the redesign feels new, yet, familiar. William mentioned that he is working with our legal team to develop a disclaimer outlining the risks associated with using the space, emphasizing that the responsibility for safety lies with the visitor, not the library staff. The Board expressed their gratitude to William and all the staff for their hard work and dedication in bringing this project to completion, with special recognition to Linda and the Discovery Works staff for their efforts, as well as to Shea and the Friends of the Library for an incredible donor reception and grand reopening.

C. *Monthly Statistics* - There is nothing of note on the January statistics. William anticipates significant growth in attendance and circulation next month, given the reopening of DiscoveryWorks. He noted over seventy library cards had already been issued in the first week of February.

**VII. Unfinished Business - None**

**VIII. New Business -**

A. *Endowment fund distribution* - William noted that the total fund value is \$220,130.51 and recommended holding the 2025 income for future distribution.

Amy Margiotti moved and Christina Mars seconded **Resolution No. 3008-25**, to hold the 2025 income from the Avon Lake Public Library Endowment Fund, totaling \$24,364.58 for future disbursement.

Roll Call Vote: All Ayes      Motion Carried

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

B. *Legislative Day* - The event will be held on April 10 at the Statehouse. Dates for the legislative meetings have not been finalized. Shea and William will attend. William asked any trustee interested in attending to let him know in the next week, and space is limited. He also noted this is a budget year.

C. *OLC Convention & Expo* - Marilyn inquired if trustees should attend this year's OLC Convention & Expo, which will be held in Cleveland. It is also the 130th anniversary of Ohio Library Council. The event is scheduled for November 19 through 21 at the Huntington Convention Center. William noted the planning is still underway, and the calendar of programs and events has yet to be released. He will share additional information as it becomes available.

The OLC Trustee Workshop was mentioned. It will be held online or in person on Saturday, March 8, from 10 a.m. to 3:30 p.m. Trustees who have previously attended have noted its value. William will send out additional information for those interested. The registration deadline is March 1, 2025.

William shared some highlights from our "Send Us Some Love" campaign, where patrons express what they enjoy about the library:

- "I love the librarians and how nice they are. I also love your books."
- "Everyone is so friendly and wonderful. Also, the amazing events and fun decor!"
- "The staff are always helpful and easy to talk to."
- "Thank you for being a wonderful and welcoming (very important) part of the community."

**IX. Adjourn**

With no further business to discuss, the meeting was adjourned at 8:13 p.m. The next regular scheduled meeting of the Avon Lake Public Library Board of Trustees is March 13, 2025.

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**Michele Jakubs, President**

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**Christina Mars, Secretary**