

I. Organizational Meeting for 2026

Vice President Michele Jakubs called to order a meeting of the Avon Lake Public Library Board of Trustees on December 11, 2025 at 8:40 p.m. Trustees in attendance were: Michele Jakubs, Steve Parsons, and Rebecca Schaltenbrand, Christina Mars, Amy Margiotti and Deborah Yue. Marilyn Valentino was absent. Also present were Interim Director Sybil Wendling, Fiscal Officer Lorie Scheer, and Administrative Coordinator Carrie Muzychak.

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

III. Public comments - There were no public comments.

IV. Election of 2026 Board Officers

Deborah Yuu moved and Steve Parsons seconded **Resolution No. 3073-25**, to approve the following slate of Board Officers for 2026 for the Avon Lake Public Library Board of Trustees: Marilyn Valentino, President, Christina Mars, Vice President, and Amy Margiotti, Secretary.

Call For Vote: All Ayes Motion Carried

Secretary Christina Mars presided over the meeting at this time for newly designated President Marilyn Valentino’s absence.

V. Signature authority to the 2026 Board Officers

Rebecca Schaltenbrand moved and Amy Margiotti seconded **Resolution No. 3074-25**, granting signature authority to the 2026 Board Officers: Marilyn Valentino, President, Christina Mars, Vice President, and Amy Margiotti, Secretary.

Call For Vote: All Ayes Motion Carried

VI. Reappointment of Fiscal Officer

Michele Jakubs moved and Steve Parsons and seconded **Resolution No. 3075-25**, to reappoint Lorie Scheer as part-time Fiscal Officer (Grade 27) of the Avon Lake Public Library at the hourly rate of \$47.44, effective the pay period that includes January 1, 2026.

Roll Call Vote: Motion Carried

Roll Call Vote: All Ayes Motion Carried

Michele Jakubs AYE
Christina Mars AYE

Amy Margiotti	AYE
Steve Parsons	AYE
Rebecca Schaltenbrand	AYE
Marilyn Valentino	Absent
Deborah Yue	AYE

VII. Fiscal Officer signature authority

Amy Margiotti moved and Steve Parsons seconded **Resolution No. 3076-25**, to grant Lorie Scheer, Fiscal Officer signature authority.

Call For Vote: All Ayes Motion Carried

VIII. Bonding for the Fiscal Officer

Steve Parsons moved and Deborah Yue seconded **Resolution No. 3077-25**, to require a \$10,000 surety bond for the Fiscal Officer with the term of coverage from December 2025 to December 2026.

Roll Call Vote: Motion Carried

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

IX. 2026 Regular Board Meetings

Michele Jakubs moved and Amy Margiotti seconded **Resolution No. 3078-25**, to maintain the second Thursday of the month in 2026 for regular Board meetings.

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

Call For Vote: All Ayes Motion Carried

X. 2026 listing of days closed

2026 LISTING OF DAYS CLOSED

January 1	New Year's Day
January 19	Martin Luther King Jr. Day
April 5	Easter
May 1	Staff In-Service Day (<i>Staff workday</i>)
May 25	Memorial Day
July 4	Independence Day
September 7	Labor Day
October TBD	Boo by the Woods (<i>Staff workday</i>)
November 26	Thanksgiving
December 24	Christmas Eve
December 25	Christmas Day
December 31	New Year's Eve

Sundays: Starting May 25 (Memorial Day weekend) thru September 7 (Labor Day weekend)

Amy Margiotti moved and Steve Parsons seconded **Resolution No. 3079-25**, to approve the 2026 listing of days closed.

Call For Vote: All Ayes Motion Carried

XI. 2026 Board Standing Committee Assignments

Finance & Audit	Amy Margiotti, chair and Steve Parsons
Personnel	Rebecca Schaltenbrand, chair and Christina Mars
Building & Technology	Deborah Yue, chair and Michele Jakubs

XII. 2026 Organizational meeting adjourned at 8:45 p.m.

Marilyn Valentino, President

Christina Mars, Secretary