

I. Call to Order and Roll Call

President Marilyn Valentino called to order a meeting of the Avon Lake Public Library Board of Trustees on February 12, 2026 at 7:00 p.m. Trustees in attendance were Amy Margiotti, Michele Jakubs, Steve Parsons, Marilyn Valentino, Christina Mars, and Rebecca Schaltenbrand. Deborah Yue was absent. Also present were Interim Director Sybil Wendling, Fiscal Officer Lorie Scheer and Technology Services Manager Nick Kelley.

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

III. Public comments - There were no public comments.

IV. Minutes

A. Minutes of the regular meeting of December 11, 2025-

Amy Margiotti moved and Steve Parsons seconded **Resolution No. 3082-26**, approving the minutes of the regular meeting of December 11, 2025.

Call For Vote: All Ayes Motion Carried

B. Minutes of the organizational meeting of December 11, 2025 -

Michele Jakubs moved and Christina Mars seconded **Resolution No. 3083-26**, approving the minutes of the organizational meeting of December 11, 2025.

Call For Vote: All Ayes Motion Carried

C. Minutes of the special meeting of January 31, 2026 -

Amy Margiotti moved and Rebecca Schaltenbrand seconded **Resolution No. 3084-26**, approving the minutes of the special meeting of January 31, 2026.

Call For Vote: All Ayes Motion Carried

D. Minutes of the special meeting of February 7, 2026 -

Michele Jakubs moved and Rebecca Schaltenbrand seconded **Resolution No. 3085-26**, approving the minutes of the special meeting of February 7, 2026.

Call For Vote: All Ayes Motion Carried

V. Fiscal Officer's Report

A. Fiscal Officer's December 2025 report, and monthly financial statements -

Lorie began the report taking consideration of the cancellation of the January Regular Board meeting and explained reporting of the December 2025 financials will be separate from the current financial reports of January 2026.

December year-end reflected total revenue for the General Fund of \$4,079,141.91 which is 15.6% higher than certified. Expenses remained at or under budget through the year resulting in total Operating Expenses of \$3,557,978.32.

Steve Parsons moved and Amy Margiotti seconded **Resolution No. 3086-26**, approving the Fiscal Officer's January 2026 reports and monthly financial statements.

Call For Vote: All Ayes Motion Carried

B. Fiscal Officer's January 2026 report, and monthly financial statements -

With limited activity in January 2026 to review, Lorie asked if there were any questions and with none, concluded the report.

Michele Jakubs moved and Christina Mars seconded **Resolution No. 3087-26**, approving the Fiscal Officer's January 2026 reports and monthly financial statements.

Call For Vote: All Ayes Motion Carried

VI. Director's Reports

A. Gifts -

Gifts to the Library

Angi Laverty, \$100.00

Gift to the Endowment Fund

Noreen Cicerella, copper leaf in memory of Rachel Nicole Isner, \$100

MaryCaitlin Davis Russell, silver leaf in honor of her mom and dad, \$250

Sybil noted that Angi Laverty and Noreen Cicerella are regular contributors. Also mentioned was MaryCaitlin is the daughter of our Circulation Services Manager, Dianne Russell in honor of her parents.

Rebecca Schaltenbrand moved and Michele Jakubs seconded **Resolution No. 3088-27**, accepting \$100.00 to the Library and \$350.00 to the Endowment Fund.

Call For Vote: All Ayes Motion Carried

B. Interim Director's Monthly Report - Sybil reported Ohio Library Council's Legislative Day is scheduled for March 18, 2026, however, Lorian is not sending a contingent to meet with legislators as it is an "off-year". The OLC Library supporter of the year award was given to Governor Michael DeWine. Sybil communicated Trustees are welcome to attend Legislative Day. Also mentioned was Marilyn's planned attendance at the OLC trustee workshop scheduled for March 7, 2026.

A brief discussion was held on the proposed constitutional amendment to abolish property taxes. This topic has been widely discussed in local media. Sybil let the Board know signatures are being collected and are due July 1. We will garner more information after that as to if this will be on the November ballot.

Nick Kelley provided a demonstration for the Board on the newly integrated catalog and Integrated Library System, Polaris. Nick also provided information related to the significant cost savings for the Library over the next five years.

C. Monthly Statistics - Sybil began the discussion highlighting the difference in item types versus collections in SIRSI versus Polaris, only the broad categories are compared to last year. As we see continued data for upcoming months, a monthly comparison of our total statistics will be discussed.

Sybil also provided credit to Julie Como, who is retiring this month, for the young adult collection circulation figures which continue to increase. The inclusion of the tween (ages 8-11) materials has also been beneficial and will continue to be a focus.

Also discussed was the balance of the Adult Fiction collections and Non-Fiction collections, while evaluating the need for more room for the Fiction materials.

In addition, Sybil noted circulation for the physical magazine and digital circulation has been separated so a comparison can be made.

VII. Unfinished Business -

A. Director Search update - The interview process continues for the search for a permanent director.

B. 2026 Renewal Levy resolution update - Sybil reported Lorie has submitted the proper paperwork for the Avon Lake Library to be on the ballot for the May 2026 election.

VIII. New Business -

A. 2026 trustee meeting calendar - The monthly Trustee meeting calendar was presented. Rebecca and Michele suggested making the decision to cancel either the July or August meeting at the March board meeting.

B. 2026 trustee directory - A brief discussion was held relating to partial terms and recent changes to legislation relating to Board member terms. Sybil will verify the dates noted are correct.

C. Annual Report - The 2025 Annual Report was presented to the Board.

D. Endowment fund distribution - Sybil spoke briefly relaying interest from the Endowment Fund is presented to the Board on an annual basis with options to hold, distribute or reinvest the amount. Typically, the Library has opted to hold the funds to be used at a later time.

Michele Jakubs moved and Steve Parsons seconded **Resolution No. 3089-26**, to hold the 2025 income from the Avon Lake Public Library Endowment Fund, totaling \$33,651.58 for future disbursement.

Roll Call Vote: All Ayes Motion Carried

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

E. SEIU contract negotiations update - Sybil noted contract negotiations will begin in March. Lorie has received a request for information and will be working on providing that information to SEIU.

F. Lab HVAC proposal - Sybil provided details on the ongoing issues with HVAC contained to The Lab. The space is controlled by the same HVAC unit as the Avenue which is causing many of the problems. Options were provided and the best solution is to provide the room with its own unit to regulate heating and cooling.

Amy Margiotti moved and Rebecca Schaltenbrand seconded **Resolution No. 3090-26**, approving the proposed installation of a two head mini-split system in the DW Lab not to exceed \$18,000 from Raymond Plumbing, Heating, and Air Conditioning.

Call For Vote: All Ayes Motion Carried

IX. Executive Session to consider the appointment, employment, or compensation of a public official.

Steve Parsons moved and Michele Jakubs seconded **Resolution No. 3091-26**, to move into executive session to consider the appointment, employment, or compensation of a public official.

Roll Call Vote: All Ayes Motion Carried

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

The Board went into Executive session at 8:01 p.m. The Board came out of Executive session at 8:38 p.m. No action was taken.

X. Adjourn

With no further business to discuss, the meeting was adjourned at 8:39 p.m. The next regular scheduled meeting of the Avon Lake Public Library Board of Trustees is March 12, 2026.

Marilyn Valentino, President

Amy Margiotti, Secretary