

**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 April 9, 2026 at 7:00 pm. Trustees in attendance were Steve Parsons, Rebecca Schaltenbrand, Amy Margiotti, Marilyn Valentino. Michele Jakubs, Deborah Yue and Christina Mars were 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 March 12, 2026*

Steven Parsons moved and Amy Margiotti seconded **Resolution No. 3105-25**, approving the minutes of the regular meeting of March 12, 2026.

Call For Vote: All Ayes      Motion Carried

**V. Fiscal Officer's Report**

*A. Fiscal Officer's April, 2026 report, and monthly financial statements -*

Lorie began with the Revenue Report stating the Library has not yet received the Property Tax check; however, we are a quarter of the way through the year and year to date revenue adjusted for property tax is on target at 24.26%.

As for the Bank Report, Lorie noted the negative balance shown on the report represents outstanding checks. The list of these checks was provided and totals \$18,239.71.

Lorie referred to the Expense Report, stating the Library expenses are overall within budget and in line with revenue. A few account categories such as Materials and Computers are larger due to the purchase of server hardware which we have accounted for.

Lorie inquired if there were any questions on the Check Report and with none, concluded the Fiscal Officers Report.

Rebecca Schaltenbrand moved and Amy Margiotti seconded **Resolution No. 3106-26**, approving the Fiscal Officer's April, 2026 reports and monthly financial statements.

Call For Vote: All Ayes      Motion Carried

## VI. Director's Reports

### A. Gifts -

#### Gifts to the Library

- Christina Sweeney, in memory of Pat Lesh, \$40.00
- Ronald Andolsen, in thanks for coordinating AARP tax appointments, \$100

#### Gift to the Endowment Fund

- Alexis Hight, in appreciation of ALPL, \$100
- Karen Lanigan, \$5,000

Sybil noted the Library has received multiple donations from patrons appreciative of services provided by AARP. The Library has also received multiple donations in memory of Pat Lesh who was an Avon Lake resident and Cleveland Schools teacher. Also of note, are the repeat annual donations from Karen Lanigan.

Sybil communicated that the Community Foundation of Lorain County will hold its "Connect to a Cause" event in September. This is a community-wide day of giving to support Lorain County non-profit organizations. The Library has registered to be a part of the event and will receive increased visibility including information on how donations can be made to the Endowment Fund.

Steven Parsons moved and Rebecca Schaltenbrand seconded **Resolution No. 3107-26**, accepting \$140.00 to the Avon Lake Public Library and \$5,100 to the Endowment Fund.

Call For Vote: All Ayes      Motion Carried

### B. Interim Director's Monthly Report -

Discussion was held regarding the impacts of the proposed constitutional amendment to abolish property taxes. Sybil provided a summary on the impacts from the Office of Budget Management (OBM). Preliminary consequences were discussed as well.

The Library will have a 2.8 mill renewal levy on the May 5, 2026 ballot. Sybil provided names of other libraries on the ballot including two Lorain Public Library Branches, Main and Domonkas. Amy Margiotti offered to maintain the Facebook postings for the PAC and discussion was held on content and timing. Marlyn thanked PAC members including Amy, Steve and former ALPL Trustee, Betsey Bell for their support.

In accordance with new laws regarding ADA accessibility, there will be some necessary changes made to the website including alternate text for images, changes in fonts and colors. Nick provided a quick update on work being completed on instituting the policies. The deadline to have the changes completed is April 2027.

Nick also noted he is working on creating a Avon Lake Public Library specific cybersecurity plan as mandated by the state of Ohio. In addition, Nick mentioned he is evaluating additional functionality for credit card payments on our patron printers and copiers.

*C. Monthly Statistics* - Sybil mentioned the reporting of magazines reflects physical magazines and does not include circulation for electronic magazines. Because of this, the percentage, compared to 2025, is incorrect. In addition, the percentage of all downloadable materials, as a part of circulation, is increasing. Sybil noted, on average, downloadable material circulation was 25% of total circulation in 2025 and closer to 30-35% for 2026 thus far. Sybil stated the Library has added money to the Overdrive account to accommodate the increase in activity.

Overall, Circulation statistics are down; however, attendance is still strong. Staff are documenting increased numbers of reference questions and usage of computer and internet wi-fi.

**VII. Unfinished Business** - There was no unfinished business.

**VIII. New Business** -

*A. National Library Week planning* – National Library Week will be celebrated April 19-25. A luncheon will be planned for April 23 to celebrate the staff. The Friends of the Library will provide desserts and drinks.

*B. Scheduling of annual performance reviews of the Director and Fiscal Officer* - The performance reviews will be initiated by the Personnel Committee. The performance review of the Director will be deferred to later in the year and the Fiscal Officer's review will be completed in May or June.

*C. Scheduling of proposed budget review by the Finance and Audit committee* - Lorie advised the Board and Finance Committee plan to review the budget before the Proposed Budget is due in July and again in the fall. We will have more historical data and will be more informed to make adjustments as needed.

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

Amy Margiotti moved and Steve Parsons seconded **Resolution No. 3108-26**, to move into executive session to consider the appointment, employment, or compensation of a public official.

Roll Call Vote: All Ayes      Motion Carried

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

The Board went into Executive session at 7:46 p.m. The Board came out of Executive session at 8:27 p.m. No action was taken.

**X. Adjourn**

With no further business to discuss, the meeting was adjourned at 8:28 p.m. The next regular scheduled meeting of the Avon Lake Public Library Board of Trustees is May 14, 2026.

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**Marilyn Valentino, President**

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**Amy Margiotti, Secretary**