

**RECORD OF PROCEEDINGS  
RITTER PUBLIC LIBRARY BOARD OF TRUSTEES  
REGULAR SESSION**

Meeting Date:           Tuesday, December 14, 2021          

The Board of Trustees of Ritter Public Library convened in regular session at 7:00 PM in the Ritter Public Library Community Room. Warden called the meeting to order with the following members and visitors present:

Lois Arnold	Present
Eileen Bulan	Present
Chad Coolidge	Present
Zack Dolyk	Present
Pam Reese	Present
Sarah Ross	Present
Marie Warden	Present

**Employees:** C. Springer, J. Walk

**Visitors:** Angie Folley

**Certification of Notification:**

Walk certified that a notice of the meeting had been published in the December 9, 2021 edition of the *Vermilion Photojournal*. In addition, to the Ritter Public Library social media outlets and Library Website.

**Approval of Minutes:**

Warden noted two mistakes. Bulan moved that the November 2021 Regular Board Meeting minutes be approved as amended, and Reese seconded. The motion passed unanimously.

**Correspondence:**

Walk presented the certification of the November 2021 election results from Lorain County.

Walk presented the letter from the Board of Education renewing Lois Arnold’s seat appointment on the Ritter Public Library Board of Trustees through December 2028.

**Public Comment:**

Warden welcomed Folley to the meeting.

**Facility Report:**

Walk reviewed the Facility Manager’s report (attached).

Walk spoke with Action Door to discuss potentially changing the East doors that keep getting broken by patrons.

Regarding the Interior Renovation Project, the circulation desk work will begin within the next week.

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**Director's Report:**

Walk reviewed the Director's report (attached).

Walk discussed the recent trend of "Book Challenges," wherein people will come in and question the materials owned by the library, often filming the employees, and posting the videos on the internet. It is recommended by OLC that libraries should be updating their policies. The policy committee will meet in the near future to create policies. Discussed staff training for de-escalation for the staff in the 2022 year.

Discussed the AARP tax assistance changes (details in Director's report).

Discussed the COVID tests. The tests that we are getting now are "expired" but those expiration dates are extended at this time.

**Financial Report:**

Springer reviewed the Fiscal Officer's report (attached).

Bulan moved to accept the financials as presented, and Reese seconded. The motion passed unanimously.

**Committee Reports:**

**Negotiations**

*Warden moved the Board into Executive Session to discuss the Collective Bargaining Agreement. Warden stated that a vote would be conducted after the session. The roll call vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Ross – Aye; Warden – Aye.*

*The Board moved into Executive Session at 7:18PM.*

*The Board moved out of Executive Session at 7:40PM.*

Regular Session resumed at 7:40PM.

Arnold moved that the Board accepts the new Bargaining Unit Agreement for 2022-2024 as ratified and voted by the Union, Warden seconded. The roll call vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Ross – Aye; Warden – Aye. The vote passed unanimously.

**Finance**

Springer reviewed the Temporary Appropriations and detailed budget with the Finance Committee before the Regular Board Meeting. The Finance Committee recommends that the Board vote to approve Temporary Appropriations as presented by Springer (attached).

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*Warden moved the adoption of the following resolution for Temporary Appropriations: Be it Resolved by the Board of Library Trustees of the Ritter Public Library, Erie County, Ohio, that to provide for the current expenses and other expenditures of said Board of Library Trustees, during the year ending in December 31, 2022, the following sums be and the same are hereby set aside and temporarily appropriated for the several purposes for which expenditures are to be made for and during said fiscal year (see attached). Reese seconded the resolution and the roll called upon its adoption. The vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Ross – Aye; Warden – Aye.*

**New Business:**

*Warden moved the adoption of the following resolution:  
Be it resolved by the Board of Library Trustees of the Ritter Public Library to increase appropriation #1000-230-750-0000, Furniture and Equipment by \$19,936.98 to reflect and track a donation made by the Ritter Public Library Foundation to purchase outdoor benches and a new projection system for the new community room project.  
Bulan seconded the resolution and the roll called upon its adoption. The vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Ross – Aye; Warden – Aye.*

Dolyk requested that the library plan to acknowledge the Kovanic Fund in the very near future. Will discuss further for inclusion in Permanent Appropriations. Warden stated we should include the other endowments as well. The Art committee will meet to plan something further.

*Warden moved the adoption of the following resolution:  
Be it resolved by the Board of Library Trustees of the Ritter Public Library to accept a grant received from the Ritter Public Library Foundation in partnership with the Hindmarsh Project in the amount of \$2,500.00. These funds will be included in the 2022 Appropriations, and will be used to purchase Early Literacy Materials.  
Dolyk seconded the resolution and the roll called upon its adoption. The vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Rolls – Aye; Warden – Aye.*

**Old Business:**

*Warden moved the Board into Executive Session to discuss the compensation of public employees. Warden stated that a vote would be conducted after the session. The roll call vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Ross – Aye; Warden – Aye.*

*The Board moved into Executive Session at 7:57PM.  
The Board moved out of Executive Session at 8:12PM.*

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Regular Session resumed at 8:12PM.

Warden moved to approve the 2022 Proposed Management Salaries as listed, and Reese seconded. The motion was passed unanimously. The management/administrative salaries for 2022 are as follows:

<b>Bowers</b>	<b>\$45,612.50</b>
<b>Lima</b>	<b>\$51,003.42</b>
<b>Rupert</b>	<b>\$53,033.76</b>
<b>Springer</b>	<b>\$52,272.63</b>
<b>Walk</b>	<b>\$74,504.69</b>

*Warden moved the Board into Executive Session to discuss job performance in regard to the employment of public employees. Warden stated that no decisions would be made as a result of the Executive Session. The roll call vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye; Ross – Aye; Warden – Aye.  
The Board moved into Executive Session at 8:13PM.  
The Board moved out of Executive Session at 9:12PM.*

Regular Session resumed at 9:12PM.

Reese moved to adjourn, and Bulan seconded. The motion passed unanimously. The meeting adjourned at 9:13PM.

The meeting was adjourned until Tuesday, January 11, 2022 at 7:00 PM at the Ritter Public Library.

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Caroline Springer  
Fiscal Officer

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Marie Warden  
President – Board of Trustees