

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

Meeting Date: Tuesday, July 12, 2022

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	Absent
Zack Dolyk	Absent
Pam Reese	Present
Sarah Ross	Present
Marie Warden	Present

Employees: C. Springer; J. Walk; A. Folley; R. Dalton

Visitors:

Certification of Notification:

Walk certified that a notice of the meeting was published in the July 7, 2022 edition of the *Vermilion Photojournal*. In addition, to the Ritter Public Library social media outlets and Library Website.

Approval of Minutes:

Bulan moved that the June 2022 Regular Board Meeting minutes be approved as presented, and Reese seconded. The motion passed unanimously.

Topics for Discussion:

None

Correspondence:

Warden received an anonymous letter from a patron containing a complaint about the parking lot.

Public Comment:

Warden welcomed Dalton and Folley.

Director's Report:

Walk reviewed the Director's report (attached).

Walk stated that there will be a shred event on September 24th from 10AM – 2PM.

Facility Report:

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

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Financial Report:

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

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

Committee Reports:

Friends: Reese reviewed the Friends report (attached).

Finance: Springer reviewed the 2023 Initial Tax Budget and assumptions (attached). The Finance Committee recommends the Board vote to approve the tax budget for 2023.

Old Business:

None

New Business:

*Warden moved the passing of the attached Lorain County PLF Distribution Agreement, and Reese seconded. The roll was called with the following results:
Arnold – Aye; Bulan – Aye; Reese – Aye; Ross – Aye; Warden – Aye;
Coolidge – Absent; Dolyk – Absent.*

Warden moved the adoption of the following resolution:

Be it resolved by the Board of Library Trustees of the Ritter Public Library to reallocate \$2,100.00 from appropriation #1000-120-451-0000, General Administrative Supplies, to appropriation #1000-210-379-0000, Professional Services, to cover the increased cost of State Delivery for the next year.

Ross seconded the resolution and the roll called upon its adoption. The vote resulted as follows:

*Arnold – Aye; Bulan – Aye; Reese – Aye; Ross – Aye; Warden – Aye;
Coolidge – Absent; Dolyk – Absent.*

Warden moved the adoption of the following resolution:

Be it resolved by the Board of Library Trustees of the Ritter Public Library that the 2023 Initial Tax Budget as presented be adopted and forwarded to the proper agencies.

Reese seconded the resolution and the roll called upon its adoption. The vote resulted as follows:

*Arnold – Aye; Bulan – Aye; Reese – Aye; Ross – Aye; Warden – Aye;
Coolidge – Absent; Dolyk – Absent.*

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Warden read a letter of interest from Janet Ford for the position of Acting Director (attached).

Warden moved to hire Janet Ford as the Acting Director beginning on July 18th, 2022 until such time that the Board is able to hire a permanent Director. She will be paid hourly at \$31.97. Bulan seconded. The motion passed unanimously.

Warden read a letter of interest from Fred Ostrander for the position of Acting Facilities Manager (attached).

Warden moved to hire Fred Ostrander as Acting Facilities Manager beginning on July 18th, 2022 until such time that the Board is able to hire a permanent Facilities Manager. He will be paid hourly at \$28.00. Reese seconded. The motion passed unanimously.

Warden discussed the proposals from the two organizations for the Director's search. Ross appreciates that Organizational Architecture has a large presence in Ohio compared to Bradbury Miller's more country-wide based. Reese also appreciated Organizational Architecture's local, Ohio-based service area. Bulan agreed that OA looked better to her. Warden appreciates the references given from OA. Arnold agreed, but would like to check the OA references.

Discussed the possibility of allowing Bulan to completely recuse herself from the entire process of the search to allow for us to hire Northpointe Education. Warden stated that she would really like Bulan's input on the process. Ross and Warden feel that our candidate pool may be larger with a larger company.

Warden appointed herself, Ross, and Bulan as the "Director Search Committee" to assist with the process throughout the search. If hired, the Board will send OA a letter of intent and a \$5,000.00 deposit.

Ross moved to hire Organizational Architecture pending reference calls, and Reese seconded. The motion passed unanimously.

Warden expressed appreciation for Joy's work while employed at Ritter Public Library.

Reese stated she was very pleased to see the library present at the Saturday Market in the Park.

Move to Adjourn: Reese moved to adjourn, and Bulan seconded. The motion passed unanimously and the meeting was adjourned at 7:38PM.

The meeting was adjourned until Tuesday, August 9, 2022 at 7:00 PM at the Ritter Public Library.

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Caroline Springer
Fiscal Officer

Marie Warden
President – Board of Trustees