

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

Meeting Date: Tuesday, November 12, 2024

The Board of Trustees of Ritter Public Library convened in regular session at 7:00 PM in the Ritter Public Library Meeting Rooms A&B. 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	Absent
Sarah Ross	Present
Marie Warden	Present

Employees: C. Grizzell, C. Springer, A. Folley

Visitors:

Certification of Notification:

Springer certified that a notice of the meeting had been published in the November 7, 2024, edition of the *Vermilion Photojournal*, in addition to the Ritter Public Library social media outlets and Library Website.

Approval of Minutes:

Warden moved that the October 2024 Regular Board Meeting minutes be approved as presented, and Bulan seconded. The motion passed unanimously.

Correspondence:

None

Director's Report:

Grizzell reviewed the Director's report (attached).

Grizzell invited Chloe Browne to speak about the new Clevnet catalog, Apsen.

Browne presented Aspen, the new catalog. With Aspen, comes the ability to personalize the catalog to your library.

Grizzell stated that CPL is showing their marketing/web-design Ritter's specific designs as a "template" of how to use it. Kudos to Browne!

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Financial Report:

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

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

Committee Reports:

Foundation

The Foundation had a fantastically successful Oktoberfest. They were turning away people after selling out of tickets. Final fundraising numbers are not calculated yet, but they were incredible. Dolyk said the Friends were a great help and were indispensable during the Oktoberfest fundraiser. The Foundation will meet again on December 4, 2024, at 4pm at the Ritter Public Library.

Friends

Grizzell stated that she has been absolutely floored by the amazing work and contributions that all the organizations do for this library. It truly is a special community.

Grizzell spoke about the Friends receiving an amazing grant to have Grammy Award winning, Cleveland-based baroque orchestra, Apollo's Fire come to perform in Vermilion! They are currently working on finding and securing a perfect space for the event. This is very exciting news. Only two organizations in Erie County received this grant. The Friends worked very hard to achieve this goal.

Summary report attached.

Endowment

Warden reported that there are two new people on the Endowment Fund Board: Dave Varga and Josh Dewey. The Endowment Fund Board had to cancel their recent meeting, but they are planning on rescheduling soon.

Public Comment:

Warden thanked Chloe and Angie for coming.

Old Business:

None

New Business:

Warden reviewed the Fiscal Officer evaluation process. Completed evaluations should be submitted by November 25, 2024. Completed evaluations can be left in a sealed envelope at the Library Central Desk. The Board will review evaluation results with Springer at the next Board meeting.

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Resolution 9-2024

Warden moved the adoption of the following resolution:

Be it resolved by the Board of Library Trustees of the Ritter Public Library to retroactively increase the following appropriations:

- *1000-110-211-0000 by \$14,389.86 to make an electronic accounting payment to OPERS. Once F-103 forms are correctly processed, a refund to the account will be posted.*

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

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

Warden stated that included in the Board packet was a letter from Zack Dolyk stating that he will discontinue his service at the expiration of his term – December 31, 2024. The open position will be posted on the Ritter Public Library website and in the Vermilion Photojournal.

Arnold asked if we could make available the Board bylaws. Grizzell will post them on the posting, link them, or just make them available at the Library. Warden stated that the Personnel Committee will interview the candidates.

Move to Adjourn: Arnold moved to adjourn at 7:33pm, and Bulan seconded. The motion passed unanimously.

The meeting was adjourned at 7:33 pm until Tuesday, December 10, 2024, at 7:00 PM at the Ritter Public Library.

Caroline Springer
Fiscal Officer

Marie Warden
President – Board of Trustees