

RECORD OF PROCEEDINGS
RITTER PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR SESSION

Meeting Date: Tuesday, October 8, 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	Present
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 October 3, 2024, edition of the *Vermilion Photojournal*, in addition to the Ritter Public Library social media outlets and Library Website.

Approval of Minutes:

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

Correspondence:

Grizzell shared a thank you note from an author sent to Jessica for holding the local author fair.

Director's Report:

Grizzell reviewed the Director's report (attached).

Highlighted some of the information included in the report. Discussed the process of checking out the laptops to be used in the building. These were the laptops that the Endowment Fund purchased for the Library.

Discussed the math kits that we will be receiving from the Educational Service Center of Lorain County.

Working next month on 6-month goals.

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The Board commented that they appreciate the new Director's Report format.

Financial Report:

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

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

Committee Reports:

Finance

Springer met with the Finance Committee before this Board Meeting. Springer discussed a \$500,000.00 transfer from the General Fund to the Building Fund. The transferred funds will assist in upcoming capital projects and large building repairs that are imminent. The Finance Committee recommends that the Board approve the resolution to transfer.

Foundation

Dolyk discussed the Oktoberfest. They sold over 300 tickets. It was a great success! A lot of people put a lot of time and effort into the event. Thanked Chad, Eileen, Pam, Cheryl, and Caroline for their help. Everyone did such an excellent job of getting things together, executing the event, and having it all come together. The Foundation will have significant funds with which to help the Library. The Friends were very helpful at the event and are interested in partnering in the future. It was a great event! A large thank you to everyone who helped!

Friends

Reese presented the report for the Friends (attached).

Endowment

Meeting on November 7, 2024, at 2PM. They will be interviewing 2 new board members: Dave Varga and Josh Dewey. The new members will have to be approved by the Library Board of Trustees, so we will hopefully have them confirmed for November's meeting.

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Public Comment:

Thanked Folley for coming.

Old Business:

Endowment bylaw signing

All Board members signed the new Endowment Fund Board Bylaws.

New Business:

Warden moved the adoption of the following resolution:

Be it resolved by the Board of Trustees of the Ritter Public Library to:

- A) Transfer \$500,000 from the General Fund (1000) to the Building Fund (4001), and*
- B) Subsequently appropriate said \$500,000 to account code 4001-931-0000, Transfers In, to complete multiple capital projects.*

These changes will be sent to the County Auditor once approved.

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

Warden moved the adoption of the following resolution:

Be it resolved by the Board of Trustees of the Ritter Public Library to agree to the Memorandum of Understanding between the Ritter Public Library Board of Trustees and Local 337 union staff (attached). The Memorandum extends the current Master Agreement through December 31, 2025, and agrees to a three percent (3%) wage increase to base pay effective the first pay period of 2025.

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

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Move to Adjourn: Bulan moved to adjourn, and Reese seconded. The motion passed unanimously.

The meeting was adjourned at 7:41PM until Tuesday, November 12, 2024, at 7:00 PM at the Ritter Public Library.

Caroline Springer
Fiscal Officer

Marie Warden
President – Board of Trustees