**EPLS February Board of Trustee**

**Virtual Monthly Meeting   
Mon, Feb 8, 2021 6:00 PM**

**Present:** Kaleena Whitfield, President; Rhonda Smith, Vice-President; Ray Armstrong Jr., Secretary; Gerald Crum, Trustee; Dr. Patricia Schrull, Trustee; Melissa Clifford, Trustee; Debby Kroupa, Trustee; Sam Battle, Trustee

**Staff:** Lyn Crouse, Director; Rob Schirhart, Fiscal Officer; Kathleen Runser, Deputy Director; Frank Szuch, IT/Facilities; Rondra Davis, Executive Administrative Assistant

**Visitors:** Laina Yost; Aaron McElwain

1. **Call to Order:** Ms. Whitfield called the meeting to order at 6:02pm
2. **Welcome of Attendees:** Ms. Whitfield
3. **Public Hearing of Visitors:** Ms. Whitfield
4. **Consent Agenda Items:**
5. Approval of January 11, 2021 Minutes
6. Approval of January 19, 2021 Special Meeting Minutes
7. Personnel Actions:

Resignation of Alysa Gainer, Fleet Services, effective 1/19/21

Change of Status: Amanda Sabo, Fleet Services, effective 1/26/2021.

1. Memorials/Donations/ Naming Rights:

Elio Zerbini $50.00 in memory of Barbara Hungerman

**Resolution # 18.21:** On the motion of Dr. Patricia Schrull, seconded by Debby Kroupa, the board unanimously agreed to approve the Consent Agenda Items.

1. **Fiscal Officer’s Report:** Mr. Schirhart

* COVID-19 grant funds were due to be spent by 12/31/20 have been extended to 12/31/21, allowing the library to use all the monies.
* 2018-2019 Audit has begone, being done virtually through internet meetings and email.

**Resolution #19.21:** On the motion of Ray Armstrong Jr., seconded by Debby Kroupa, the board unanimously agreed to approve the Fiscal Officer’s Report.

1. **Director’s Report**: Ms. Crouse

* West River building update: project timeline is on schedule and should be open to public on March 1, 2021.
* Central building update: Central’s project timeline is on schedule, working on owner’s items, including furniture bid package, interior and exterior signage, IT equipment bid, donor plagues, security and access control, copiers, movers, etc...
* Library has recalled all but three staff members who were laid off in August. We are hiring for several vacancies that were pre-COVID or because of staff who left due to COVID.

**Resolution #20.21:** On the motion of Gerald Crum, seconded by Rhonda Smith, the board unanimously agreed to approve the Director’s Report.

1. **President’s Report:** Ms. Whitfield had nothing to report.
2. **Committee Reports:**
   * + - **Friends of EPLS:** no report
       - **Friends of EPLS Keystone:** Aaron McElwain spoke about postponing Books-N-Brunch and movie night due to COVID. Hoping to move into new space at Keystone Library soon.
       - **Elyria Public Library Foundation:** no report
       - **AD HOC Committee:**

**Director’s Search Committee:**  Gerald Crum, Rhonda Smith,

Kaleena Whitfield, and Ray Armstrong Jr.

**Research Selection Recruitment / Board Development Committee:** Dr. Patricia Schrull, Melissa Clifford, Sam Battle and Debby Kroupa

**Resolution # 21.21:** On the motion of Sam Battle, seconded by Debby Kroupa, the board has unanimously agreed to approve the Committee Reports.

1. **Old Business:** none
2. **New Business:**

Discuss and Consider – Naming Rights Pledge

Pledge has been made for $1500.00 from Bernard and Marlene Robinson for West River indoor book drop area.

**Resolution # 22.21:** On the motion of Dr. Patricia Schrull, seconded by Rhonda Smith, the board unanimously agreed to approve acceptance of naming rights pledge.

1. **Executive Session:** none
2. **Adjournment:**

**Resolution # 23.21:** On the motion of Ray Armstrong Jr., seconded by Sam Battle, the board unanimously agreed to adjourn at 6:22pm.

The next meeting will be Monday, March 8, 2021 at 6:00pm.

Minutes approved for February 8, 2021 as submitted at the March 8, 2021 Board Meeting.

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President Secretary

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