

**2025 EPL Board of Trustees**  
Meeting Minutes  
Monday, November 10, 2025  
6:00pm, West River Branch

**Attendees:**

**Trustees Present**

|                |                |                  |
|----------------|----------------|------------------|
| Scott Serazin  | Jeff Breese    | Maggie Leglise   |
| Ray Armstrong  | Stori Zinkhann | Koneake Lawrence |
| Dwayne Redding | Debbie Kroupa  | Sam Battle       |

**Trustees Absent**

Patrica Schrull

**Staff:**

|                  |               |             |
|------------------|---------------|-------------|
| Jennifer Starkey | Debby Perkins | Frank Szuch |
| Jen Harmon       | Jason Weimer  |             |

**Visitors:** Susan Keating Anderson  
Wendi Zwaduk

The Board met at the West River Branch Library. Debbie Kroupa called the meeting to order at 6:00 pm and welcomed all attendees. Debbie announced a change in the agenda for the meeting – the first Executive Session will be after the Consent Agenda.

**Consent Agenda Items:**

a. **Approval of October 2025 monthly meeting minutes**

b. **Personnel Actions:** none.

c. **Memorials & Contributions:**

|                 |          |                                      |
|-----------------|----------|--------------------------------------|
| Elyria Rotary   | \$108.00 | Sep & Oct books                      |
| Judy Jenny      | \$50.00  | In memory of Thomas Crouse           |
| Richard Vieritz | \$500.00 | In memory of Mitzi and Nancy Vieritz |

Jeff Breese moved to approve the Consent Agenda Items. Ray Armstrong seconded the motion. The Board approved the Consent Agenda Items. **(Resolution 93.25)**

**Executive Session:** Sam Battle moved to enter Executive Session to prepare, conduct, or review collective bargaining strategy at 6:02pm. Jen Starkey, Debby Perkins, Jen Harmon, Jason Weimer and Susan Keating Anderson were invited into Executive Session. Jeff Breese seconded the motion. The Board approved the motion by Roll Call Vote. **(Resolution 94.25)**

| <b>Roll Call Vote</b> | <b>Yes</b> | <b>No</b> | <b>Abstain</b> | <b>Absent</b> |
|-----------------------|------------|-----------|----------------|---------------|
| Ray Armstrong         | X          |           |                |               |
| Sam Battle            | X          |           |                |               |
| Jeffrey Breese        | X          |           |                |               |
| Debbie Kroupa         | X          |           |                |               |
| Koneake Lawrence      | X          |           |                |               |
| Maggie Leglise        | X          |           |                |               |
| Dwayne Redding        | X          |           |                |               |
| Patricia Schrull      |            |           |                | X             |
| Scott Serazin         | X          |           |                |               |
| Stori Zinkhann        | X          |           |                |               |

Ray Armstrong moved to exit Executive Session and return to the regular meeting at 6:24pm. Maggie Leglise seconded the motion. The Board approved the motion by Roll Call Vote. **(Resolution 95.25)**

| <b>Roll Call Vote</b> | <b>Yes</b> | <b>No</b> | <b>Abstain</b> | <b>Absent</b> |
|-----------------------|------------|-----------|----------------|---------------|
| Ray Armstrong         | X          |           |                |               |
| Sam Battle            | X          |           |                |               |
| Jeffrey Breese        | X          |           |                |               |
| Debbie Kroupa         | X          |           |                |               |
| Koneake Lawrence      | X          |           |                |               |
| Maggie Leglise        | X          |           |                |               |
| Dwayne Redding        | X          |           |                |               |
| Patricia Schrull      |            |           |                | X             |
| Scott Serazin         | X          |           |                |               |
| Stori Zinkhann        | X          |           |                |               |

After the Executive Session a motion was raised. Scott Serazin moved to approve the new Collective Bargaining Agreement between OPEIU Local 792 and the Elyria Public Library effective November 18, 2025, through November 17, 2028. Stori Zinkhann seconded the motion. The Board approved the motion by Roll Call vote. **(Resolution 96.25)**

| <b>Roll Call Vote</b> | <b>Yes</b> | <b>No</b> | <b>Abstain</b> | <b>Absent</b> |
|-----------------------|------------|-----------|----------------|---------------|
| Ray Armstrong         | X          |           |                |               |
| Sam Battle            | X          |           |                |               |
| Jeffrey Breese        | X          |           |                |               |
| Debbie Kroupa         | X          |           |                |               |
| Koneake Lawrence      | X          |           |                |               |
| Maggie Leglise        | X          |           |                |               |
| Dwayne Redding        | X          |           |                |               |
| Patricia Schrull      |            |           |                | X             |
| Scott Serazin         | X          |           |                |               |
| Stori Zinkhann        | X          |           |                |               |

**Fiscal Officer’s Report:**

**Financial Update:** 2025 continues to trend on budget despite higher operating expenses than anticipated. On the recommendation of the Finance Committee, the HVAC project at West River will be paid from the General Fund instead of the Capital Fund. The Capital Fund balance will be used to finance future capital projects. EPL will need to amend the Official Certificate of Appropriations for 2025 with the Lorain County Auditor’s Office.

Sam Battle motioned to amend the Official Certificate of Appropriations for 2025 with the Lorain County Auditor’s Office. Koneake Lawrence seconded the motion. The Board approved the motion by Roll Call Vote. **(Resolution #97.25)**

| <b>Roll Call Vote</b> | <b>Yes</b> | <b>No</b> | <b>Abstain</b> | <b>Absent</b> |
|-----------------------|------------|-----------|----------------|---------------|
| Ray Armstrong         | X          |           |                |               |
| Sam Battle            | X          |           |                |               |
| Jeffrey Breese        | X          |           |                |               |
| Debbie Kroupa         | X          |           |                |               |

|                  |   |  |  |   |
|------------------|---|--|--|---|
| Koneake Lawrence | X |  |  |   |
| Maggie Leglise   | X |  |  |   |
| Dwayne Redding   | X |  |  |   |
| Patricia Schrull |   |  |  | X |
| Scott Serazin    | X |  |  |   |
| Stori Zinkhann   | X |  |  |   |

**Other Items:**

- Surety bond for Deputy Fiscal Officer was renewed October 1<sup>st</sup> for a period of one year.
- The 990s for 2024 were filed by Landing Point Financial Group for the library.
- Wire payment authorization was added to the checking account to make the bond payment. It was established with multifactor authentication.
- The 2026 budget process is near completion. The proposed budget will be presented to the Board at the December meeting.

Koneake Lawrence moved to approve the Fiscal Officer's report. Dwayne Redding seconded the motion. The Board approved the Fiscal Officer's report. **(Resolution 98.25)**

**Director's Report:**

**Facilities Updates:** The HVAC replacement project at West River is proceeding with minimal disruption to patrons or staff. The outdoor lighting at West River and South need repairs. The exterior walkway lights at West River that were damaged during the parking lot repaving have been fixed.

**Operations Updates:**

- Central and West River are polling locations for the city of Elyria. Election Day went very smoothly and there was increased traffic in our branches.
- The state budget bill included language requiring political subdivisions to adopt cybersecurity programs. EPL will be participating in a statewide initiative that will begin in November.
- The Staff Day held in October at Oberlin College was successful. Staff heard many updates from the Director as well as presentations on Deaf Culture and Intellectual Freedom.
- Hannah Schuetz has accepted the Administrative Assistant position. Hannah previously worked at the Circulation desk at the Central branch.

**Legislative Updates:** House Bill 137, which would allow a taxing authority to decline a proposed levy be put on the ballot, could go to a House vote at any time. The state library and IMLS continue to be impacted by the government shutdown.

**Upcoming Events:**

**Brighten up the Season – Keystone Library:** Thursday, December 4<sup>th</sup> at 5:00pm. This event will include the annual tree lighting ceremony, refreshments and include visits with Santa and a few reindeer. Kellie Deeter, state representative for the LaGrange community, is scheduled to attend as well.

Dwayne Redding moved to approve the Director's Report. Ray Armstrong seconded the motion. The Board approved the Director's Report. **(Resolution 99.25)**

**President's Report:** Debbie thanked those who volunteered to be part of the nominating committee for next year's Board Officers. Completing the performance appraisals for the Director and Fiscal Officer have been a priority item.

Maggie Leglise moved to approve the President's Report. Dwayne Redding seconded the motion. The Board approved the President's Report. **(Resolution 100.25)**

**Committee Reports:**

**EPL Friends:** this year's book sale went very smoothly, and proceeds were comparable to last year.

**Keystone Friends:** set up for the book sale is almost complete. The tree lighting ceremony will be on December 4<sup>th</sup> and Christmas in the Village is on December 7<sup>th</sup>.

**Foundation:** the next meeting will be November 18<sup>th</sup> where they will work on their annual appeal mailing.

**Ad Hoc Committees:** the committee will be prepared to present a list of Trustees willing to step into officer roles next year at the December meeting.

**Finance & Audit Committee:** met on November 3<sup>rd</sup> where funding capital projects for 2025 and 2026 was discussed.

Koneake Lawrence moved to approve the Committee Reports. Maggie Leglise seconded the motion. The Board approved the Committee Reports. **(Resolution 101.25)**

**Old Business:** n/a

**New Business:** n/a

**Executive Session:**

Ray Armstrong moved to enter Executive Session at 7:06pm to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. Jeff Breese seconded the motion. The Board approved the motion by Roll Call vote. **(Resolution 102.25)**

| <b>Roll Call Vote</b> | <b>Yes</b> | <b>No</b> | <b>Abstain</b> | <b>Absent</b> |
|-----------------------|------------|-----------|----------------|---------------|
| Ray Armstrong         | X          |           |                |               |
| Sam Battle            | X          |           |                |               |
| Jeffrey Breese        | X          |           |                |               |
| Debbie Kroupa         | X          |           |                |               |
| Koneake Lawrence      | X          |           |                |               |
| Maggie Leglise        | X          |           |                |               |
| Dwayne Redding        | X          |           |                |               |
| Patricia Schrull      |            |           |                | X             |
| Scott Serazin         | X          |           |                |               |
| Stori Zinkhann        | X          |           |                |               |

Sam Battle moved to exit Executive Session at 7:36pm and return to the regular meeting. Ray Armstrong seconded the motion. The Board approved the motion by Roll Call vote. **(Resolution 103.25)**

| <b>Roll Call Vote</b> | <b>Yes</b> | <b>No</b> | <b>Abstain</b> | <b>Absent</b> |
|-----------------------|------------|-----------|----------------|---------------|
| Ray Armstrong         | X          |           |                |               |
| Sam Battle            | X          |           |                |               |
| Jeffrey Breese        | X          |           |                |               |
| Debbie Kroupa         | X          |           |                |               |
| Koneake Lawrence      | X          |           |                |               |
| Maggie Leglise        | X          |           |                |               |
| Dwayne Redding        | X          |           |                |               |
| Patricia Schrull      |            |           |                | X             |
| Scott Serazin         | X          |           |                |               |
| Stori Zinkhann        | X          |           |                |               |

After the Executive Session two motions were raised:


Stori Zinkhann motioned to approve the Director's annual performance appraisal as discussed in the Executive Session. Dwayne Redding seconded the motion. The Board approved the motion. **(Resolution 104.25)**

Dwayne Redding motioned to approve the salary increase for the Director as discussed in Executive Session. Koneake Lawrence seconded the motion. The Board approved the motion by Roll Call vote **(Resolution 105.25)**

| <b>Roll Call Vote</b> | <b>Yes</b> | <b>No</b> | <b>Abstain</b> | <b>Absent</b> |
|-----------------------|------------|-----------|----------------|---------------|
| Ray Armstrong         | X          |           |                |               |
| Sam Battle            | X          |           |                |               |
| Jeffrey Breese        | X          |           |                |               |
| Debbie Kroupa         | X          |           |                |               |
| Koneake Lawrence      | X          |           |                |               |
| Maggie Leglise        | X          |           |                |               |
| Dwayne Redding        | X          |           |                |               |
| Patricia Schrull      |            |           |                | X             |
| Scott Serazin         | X          |           |                |               |
| Stori Zinkhann        | X          |           |                |               |

**Adjournment:** Ray Armstrong moved to adjourn the meeting. Dwayne Redding seconded the motion. The Board voted to adjourn the meeting at 7:39 pm **(Resolution 106.25)**.

  
**President**

  
**Secretary**