

## 2025 EPL Board of Trustees

Meeting Minutes

Monday, July 14, 2025

6:00pm, Central Branch

### Attendees:

#### Trustees Present

Debbie Kroupa  
Scott Serazin

Maggie Leglise  
Koneake Lawrence

Patricia Schrull  
Ray Armstrong

#### Trustees Absent

Sam Battle

#### Staff:

Jennifer Starkey

Debby Perkins

#### Visitors:

Wendi Zwaduk

Jessica Schneider

Jeffrey Breese

The Board met at the Central Branch Library. Debbie Kroupa called the meeting to order at 6:00 pm. Debbie welcomed all Attendees.

**Trustee Re-Appointment:** Debbie Kroupa moved to reappoint Pat Schrull to a 3<sup>rd</sup> consecutive term as Trustee effective July 14<sup>th</sup>, 2025, and expiring July 14<sup>th</sup>, 2029. Maggie Leglise seconded the motion. The Board approved the reappointment of Pat Schrull.  
**(Resolution 53.25)**

#### Consent Agenda Items:

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

b. **Personnel Actions:**

**Resignations:**

Alina Gates – Assistant Librarian, Outreach

Macy Southard – Administrative Assistant

**New Hires:**

Natalie Schmidt – Librarian, Keystone

c. **Memorials & Contributions:**

Susan Lyndes	\$50.00	In Memory of William Urbanksy
--------------	---------	-------------------------------

Met Life Trust	\$28.94	Unrestricted donation
----------------	---------	-----------------------

Pamela Pollack	\$100.00	Unrestricted donation
----------------	----------	-----------------------

United Healthcare	\$4,050.00	Food Education Program at South
-------------------	------------	---------------------------------

d. **Board Acknowledgement:**

Public Notice of West River HVAC project bid – to be posted in the Chronicle Telegram on 7/3/25 and 7/10/25.

Pat Schrull moved to approve the Consent Agenda Items. Ray Armstrong seconded the motion. The Board approved the Consent Agenda Items. **(Resolution 54.25)**

**Fiscal Officer's Report:**

**Financial Update**

Public Library Funding for the 1<sup>st</sup> half of 2025 is trending higher than budget. With the changes enacted in the state budget, the 2nd half of 2025 will be \$35,000 lower than anticipated.

Investment earnings continue to be lower than budget due to declining interest rates.

Salaries & Benefits are trending lower than budget due to open positions and staffing changes.

Operating expenses are currently comparable to the budget and prior year, although we anticipate significant unbudgeted expenditures due to the HVAC issues at West River.

**Electric Charging Station:** June was the 1<sup>st</sup> full month of operation for the EV charging station. It was used a total of 27 times by 14 individuals.

**State Budget Update:** the state budget was signed by Governor DeWine on June 30<sup>th</sup>. The PLF is a line-item appropriation. The impact on EPL: during an inflationary period, funding will be flat over a 4-year period with a projected decrease of \$85,000 from 2025 to 2026.

**2026 Tax Budget:** EPL is required to file the Estimated Revenues and Expenditures to the County Budget Commission by July 18, 2025. Pat Schrull moved to approve the 2026 Annual Tax Budget of Estimated Revenues and Expenditures. Ray Armstrong seconded the motion. The Board approved by Roll Call Vote. **(Resolution 55.25)**

Roll Call Vote	Yes	No	Abstain	Absent
Debbie Kroupa	X			
Ray Armstrong	X			
Maggie Leglise	X			
Scott Serazin	X			
Sam Battle				X
Koneake Lawrence	X			
Patricia Schrull	X			

Ray Armstrong moved to approve the Fiscal Officer's Report. Pat Schrull seconded the motion. The Board approved the Fiscal Officer's Report. **(Resolution 56.25)**

### **Director's Report:**

**Facilities & Project Updates:** West River branch is experiencing an underperforming HVAC system. We had two separate contractors onsite to identify the issue and propose repair options. Additionally, we are exploring renting temporary AC units to get us through the summer months.

### **Operations Updates:**

Story Stroll at West Park in Elyria is now open. This was made possible through a collaborative with Ready Set Go... to Kindergarten, United Way of Greater Lorain County, and the City of Elyria Parks and Recreation Department.

We are preparing a new resource for managers and librarians that set clear expectations and guidelines regarding programming at EPL.

The Deputy Director position has been posted, and we are starting to receive applications.

The Friends of EPL book sale donation cart has been a success. Similar carts may be added to other branches.

Stacks of Appreciation is a program to recognize employees who go "above and beyond". The recipients for June were Diane Williams at the Central branch and Nathan Collins from West River for July.

### **Legislative Updates:**

The State Budget was signed into law on June 30<sup>th</sup>. Governor DeWine did line-item veto several items that impacted libraries. The Ohio legislature could override Governor DeWine's vetoes with a 3/5<sup>th</sup> majority vote.

Federal funding for the hot spots E-Rate program is currently on hold. EPL participating in the meeting organized through ALA with a representative from Bob Latta's office regarding the importance of hot spots for the community.

### **Upcoming Events:**

August 27<sup>th</sup> 4:00 – 6:00 – Open house to recognize Kathy Runser's years of service at EPL.

September 6<sup>th</sup> 9:00 – 1:00 – Family Literacy Day and rebranding launch at Central Branch.

### **Other Items:**

Steve Bond, EPL's employment attorney, has retired. We have started the search for a new attorney.

EPL Foundation bylaws state that a Trustee from the EPL Board must be represented on the Foundation Board. With Rhonda Smith's departure from the EPL Board of Trustees, this position will need to be filled.

Koneake Lawrence moved to approve the Director's Report. Maggie Leglise seconded the motion. The Board approved the Director's Report. **(Resolution 57.25)**

### **President's Report:**

Debbie Kroupa recognized Trustee Pat Schrull for being awarded the 2025 Lifetime Achievement Award from the Ohio League of Nursing.

A new Board roster will be provided at the August meeting. The roster will include the actual start date of all Trustees and the term number.

ALA is hosting a virtual conference for Library Trustees on July 29<sup>th</sup>. Scott Serazin and Maggie Leglise will attend.

Pat Schrull moved to approve the President's Report. Scott Serazin seconded the motion. The Board approved the President's Report. **(Resolution 58.25)**

### **Committee Reports:**

#### **EPL Friends:**

The proceeds from the "Dine to Donate" event at Applebee's has been received. The Friends continue to receive donations in memory of Jane Leavell.

#### **Keystone Friends:**

Three backpacks and supplies have been delivered to the Keystone branch. Patrons can put a ticket in for the drawing to win the backpacks.

A meet the author event is being planned for 2026.

**Foundation:** no report given.

**Finance & Audit Committee:** next meeting August 4<sup>th</sup>.

Ray Armstrong moved to approve the Committee Reports. Koneake Lawrence seconded the motion. The Board approved the Committee Reports. **(Resolution 59.25)**

### **Old Business:**

**West River HVAC Project:** the schedule of the project as well as cost estimates were provided to the Board.

### **New Business:**

#### **Appointment of New Trustees:**

Debbie Kroupa moved to appoint Jeffrey Breese as a member of the Elyria Public Library Board of Trustees effective August 11, 2025 through August 11, 2029. Maggie Leglise

seconded the motion. The Board approved the appointment by Roll Call Vote (**Resolution 60.25**)

Roll Call Vote	Yes	No	Abstain	Absent
Debbie Kroupa	X			
Ray Armstrong	X			
Maggie Leglise	X			
Scott Serazin	X			
Sam Battle				X
Koneake Lawrence	X			
Patricia Schrull	X			

Debbie Kroupa moved to appoint Dwayne Redding as a member of the Elyria Public Library Board of Trustees effective August 11,2025 through August 11, 2029. Ray Armstrong seconded the motion. The Board approved the appointment by Roll Call Vote (**Resolution 61.25**)

Roll Call Vote	Yes	No	Abstain	Absent
Debbie Kroupa	X			
Ray Armstrong	X			
Maggie Leglise	X			
Scott Serazin	X			
Sam Battle				X
Koneake Lawrence	X			
Patricia Schrull	X			

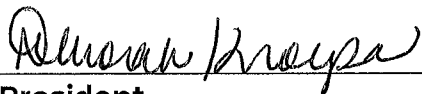
Debbie Kroupa moved to appoint Stori Zinkhann as a member of the Elyria Public Library Board of Trustees effective August 11,2025 through August 11, 2029. Ray Armstrong seconded the motion. The Board approved the appointment by Roll Call Vote (**Resolution 62.25**)

Roll Call Vote	Yes	No	Abstain	Absent
Debbie Kroupa	X			
Ray Armstrong	X			
Maggie Leglise	X			
Scott Serazin	X			
Sam Battle				X
Koneake Lawrence	X			
Patricia Schrull	X			

**Appointment of Secretary of EPL Board of Trustees:** Jessica Scheider decided not to continue for a 2<sup>nd</sup> term as Trustee. Her position as Board Secretary is open. Debbie Kroupa moved to appoint Koneake Lawrence as Board Secretary effective July 14, 2025, through December 31, 2025. Maggie Leglise seconded the motion. The Board approved the appointment by Roll Call Vote. **(Resolution 63.25).**

Roll Call Vote	Yes	No	Abstain	Absent
Debbie Kroupa	X			
Ray Armstrong	X			
Maggie Leglise	X			
Scott Serazin	X			
Sam Battle				X
Koneake Lawrence			X	
Patricia Schrull	X			

**Adjournment:** Ray Armstrong moved to adjourn the meeting. Pat Schrull seconded the motion. The Board voted to adjourn the meeting at 7:10 pm. **(Resolution 64.25).**

  
 \_\_\_\_\_  
 President

  
 \_\_\_\_\_  
 Secretary