

2025 EPL Board of Trustees

Meeting Minutes

Monday, June 9, 2025

6:00pm, West River Branch

Attendees:

Trustees Present

Debbie Kroupa	Maggie Leglise	Jessica Schneider	Patricia Schrull
Rhonda Smith	Scott Serazin	Sam Battle	

Trustees Absent

Koneake Lawrence	Ray Armstrong
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Staff:

Macy Southard	Frank Szuch	Kathy Runser	Jennifer Starkey
Debby Perkins	Tanya White		

Visitors:

Wendi Zwaduk

The Board met at the West River Branch Library. Debbie Kroupa called the meeting to order at 6:02pm. Debbie welcomed all Attendees.

Public Comments:

The Board celebrated Rhonda Smith's last board meeting and presented her with a plaque, acknowledging Rhonda's outstanding service to Elyria Public Library and the community for 16 years. Members of the Board shared their appreciation for Rhonda's thoughtful review, experience, and responsibility within Elyria Public Library, specifically in LaGrange. Rhonda expressed great honor and appreciation for the current and previous members that she got to serve with.

Consent Agenda Items:

A. Approval of May 2025 monthly meeting minutes

B. Personnel Actions:

Terminations:

Kristine Garrett - Adult Services Librarian, West River

C. Memorials & Contributions:

Susan Lyndes	\$	25.00	In memory of Christin Varner
Susan Lyndes	\$	40.00	In memory of Jeff Rozga
Yost Family Foundtion	\$	10,000.00	Unrestricted Donation
Elyria Rotary	\$	306.00	Jan - Apr Books

Patricia Schrull moved to approve the Consent Agenda Items. Scott Serazin seconded the motion. The Board approved the Consent Agenda Items. **(Resolution 46.25)**

Fiscal Officer's Report:

Financial Update:

Current year-to-date financial is provided with a comparison to last year as well as a projection for 2025.

- PLF continues to trend higher than budget and prior year.
- Investment earnings are down compared to both budget and 2024. Interest rates on our investment accounts are around 4.46% in May compared to 5.44% in May 2024.
- Contributions include the donation to renovate the West River Storytime room; this was not budgeted.
- Salaries & Benefits are trending below budget in 2025 due to open positions and staffing changes.
- Operating Expenses are comparable to the previous year and budget.

Capital Projects:

There is \$1.8m budgeted in 2025 for capital projects.

- **West River Parking Lot** - project is complete and is estimated to be around \$6,300 over budget. This is due to asphalt and curb repairs that were not included in the original estimate.
- **West River Storytime Room** - project is complete and will come in on budget.
- **West River HVAC Project**- project will begin the 1st week in June and will extend into 2026. Public notice for bids will be posted in early July.
- **Miscellaneous Projects** - \$50,000 is budgeted for miscellaneous capital projects; no projects are scheduled currently.

Commercial Insurance Renewal: EPL's commercial insurance policies will renew July 1st. Rates increased 11% or \$5,000 over the previous year. The increases were mostly in the Property and Automobile policies.

Electric Charging Station: the unit is fully installed and operational. The current rate is \$.48/kwh. NOACA hosts a meeting semi-annually with all participants to discuss issues and review the rates being charged.

State Budget Update

The Senate released their version of the budget bill on June 3rd and will accept amendments through June 6th. It will go to the floor to vote on June 12th. Key points in this budget version are:

- Funding for libraries remain a line-item appropriation instead of a % of General Fund Tax Receipts.
- \$10m each year of the total funding for libraries will be allocated to several other state agencies including OPLIN, State Library of Ohio, Library for the Blind. Previously these organizations were funded through a separate line. The language regarding libraries to restrict access to materials related to sexual orientation or gender identity remains in the budget bill.
- County Commissioners may reduce millage on any voter approved tax levy if they find it reasonably necessary to avoid excessive or unneeded property tax collections.

- Eliminates the option for Replacement Levies.

Maggie Leglise motioned to approve the Fiscal Officer's Report. Jessica Schneider seconded the motion. The Board approved the Fiscal Officer's Report. **(Resolution 47.25)**

Director's Report:

Facilities and project updates

NOACA EV station

West River's new EV station is installed and ready for use. EPL will do a press release and some publicity to let people know it's there.

Operations updates

United Healthcare Nutrition grant

The UHC has approved \$5,000 in funding for a small project at South to offer nutrition and cooking skills programs.

The plan is to host programs with the Charlie Cart, which is a food preparation and cooking cart. Staff at South will host cooking demonstrations on preparing meals then provide patrons with a grocery kit with the same supplies to recreate the meal at home. Sign up will be primarily for South patrons to serve that neighborhood in that community as part of the grant. But we're excited to see how this goes!

Tax Prep stats 2025

As of April 30, EPL had 880 tax returns accepted, both current and prior year, with over \$800,000 in refunds. Additionally, at the average cost of a paid preparer for state and federal tax returns, filers saved about \$242,000 in tax filing fees. About 16% of filers qualified for the Earned Income Tax Credit (EITC).

Summer Reading

The summer reading kicked off recently with a good, successful kickoff event, there were about 150 people in attendance and 24 staff members that helped. There were a lot of fun outdoors things to do, and we had nice weather.

Legislative updates

Senate Budget Update

Substitute House Bill 96 updates

Thank you to those of you who have been sending letters to Nathan Manning this last week about what's going on with the state budget. We know that the amendments were due on Friday and they're going to be putting the bill forward for a vote on Thursday, so we will be watching for that.

An upcoming issue to start thinking about is a potential Materials provision. The provision states that to receive funding public libraries must place material related to sexual orientation or gender identity or expression in a portion of the library that is not primarily open to the view of minors.

This provision may or may not make it through to the final version of the bill, but it is important to start thinking about it now.

Upcoming events

New story stroll opening

June 30 at 11am at West Park

Partnership with Ready Set Go...to Kindergarten collaborative and City of Elyria.

Additional Notes:

- Kathy Runser has officially announced that she will be retiring as of September 1 of this year. As she wraps up her work and any projects, EPL will plan a retirement celebration for her. A huge thank you to Kathy for all the many years of service that she put into EPL.
- The story time room reopened last week, and we had great attendance. The donor was there with their family. It was a truly great and positive event. Following the reopening, there was a story time program for the kids to read a story with princesses and decorate cookies.

Sam Battle motioned to approve the Director's Report. Patricia Schrull seconded the motion. The Board approved the Director's Report. **(Resolution 48.25)**

Presidents report:

The children's room opening was fabulous. All the speakers gave great remarks. Thank you to the 4 board members that were able to make it that day.

The work of our ADHOC committee for Board recruitment will soon be ending; the application received 5 candidates and will each be interviewed by the end of June. The President will send the Board information prior to the July meeting with a quick summary of each candidate. Action will be taken at the July meeting and then new members will be made official.

Jessica Schneider motioned to approve the President's Report. Rhonda Smith seconded the motion. The Board approved the President's Report. **(Resolution 49.25)**

Committee Reports:

Friends of EPLS

The Friends have officially closed the donations for the lifetime member, Jane Lovel's Memorial fund. A plaque in her honor was added to the Memorial plaque located at the West River branch.

The 'Dine to Donate' event at Applebee's has ended and they are awaiting word from Applebee's to see how the night went. The Friends also hosted a public donation day and gained a good number of books; they had a whole group gathering to sort and stack books.

Lastly, the Friends' Annual meeting was held at Central, Jennifer Starkey gave a nice report, there was a small number of attendees, but it went well.

Friends of EPLS Keystone

The Keystone Friends have officially started their Backpack giveaway and will soon be getting the school supplies to add inside the packs. The storybook stroll and book signings both had a good turnout.

The Memorial Day weekend festivities went great; the float was big, and the Friends participated in the parade. The whole weekend was filled with events, and the library was represented well, it was nice to see.

AD HOC Committee

Close the work of recruitment committee. See presidents report for update

Foundation

The Board will soon be looking for a new board representative to attend and report out from the EPLS Foundation meetings.

Maggie Leglise motioned to approve the Committee Reports. Patricia Schrull seconded the motion. The Board approved the Committee Reports. **(Resolution 50.25)**

Old business:

West River HVAC Project

The HVAC Project public bidding will need to be approved to authorize us to work with the engineer and the legal counsel prior to the start of the project. It will then be put out to bid and we will provide a copy of the official legal notice.

Motion: To approve the bidding package for West River HVAC replacement project, legal notice of bids for the work, and opening of bids following time fixed in the legal notice.

Roll Call Vote

	Yes	No	Abstain	Absent
Debbie Kroupa	X			
Jessica Schneider	X			
Maggie Leglise	X			
Scott Serazin	X			
Sam Battle	X			
Ray Armstrong				X
Koneake Lawrence				X
Patricia Schrull	X			
Rhonda Smith	X			

Patricia Schrull moved to approve Resolution 51.25. Rhonda Smith seconded the motion. The Board approved Resolution 51.25.

Adjournment: Rhonda Smith motioned to adjourn the meeting. Jessica Schneider seconded the motion. The Board voted to adjourn the meeting at 7:00 pm. **(Resolution 52.25)**



President



Secretary