

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

October 11, 2021

Regular

President Laura Dulmage called to order the regular meeting of the Amherst Public Library Board of Trustees at 6:03 p.m. Roll call: Jake Wachholz, Laura Dulmage, Judy Alexander, Stephanie Pinsky, and Katie Wenger were present. Darcy Teets and Jim Yorks were absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/ Technology Manager.

MINUTES

Alexander moved, seconded by Pinsky, to accept Resolution # R-21-10-1 accepting the meeting minutes for the September 13, 2021 regular meeting. All present voted in favor.

MOTION PASSED

FISCAL OFFICERS REPORT

Cioffi reviewed the Schedule B sent from the County Auditor with the tax rates for 2021. Wachholz moved, seconded by Wenger, to accept Resolution # R-21-10-2 accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. Roll Call Vote: Wachholz, Dulmage, Alexander, Pinsky, Wenger, ALL AYES.

MOTION PASSED

Cioffi reviewed the September 2021 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation.) Cioffi reported that the minimum wage for Ohio will be increased by \$.50 for 2022. There was some discussion regarding when Temporary Appropriations for 2022 would be prepared for Board approval. Wachholz moved, seconded by Pinsky, to accept Resolution # R-21-10-3, accepting the September 2021 financial reports. All present voted in favor.

MOTION PASSED

OLD BUSINESS

Library Administrator, Don Dovala gave an overview on what has been completed so far on the addition. He reported that the external walls are expected to be taken down next week. Dovala shared pictures of the demolished stairwell. Dovala explained that it was originally supposed to take two days for the stairs to be taken out. After work commenced, the crew discovered the stairs were solid masonry stone, and the demolition time was extended to three weeks. Dovala noted that the delay will not add to the cost of the project. Dovala reviewed the procedures for shoring the external wall prior to demolition.

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LIBRARY ADMINISTRATORS REPORT

Dovala reported that planning for Phase 2 of the project is currently underway. The staff will need to vacate the second floor and move materials either offsite or to the first floor. Dovala is looking into options for using movable shelving for the children's book collection. Dovala reported that during Phase 3, the staff will need to vacate the first floor. During that time, staff will be working on setting up the second floor and providing curbside services to the public. His goal is to remain open to the public as much as possible. Dovala reported that the Lorain County Health Department changed their opinion on libraries distributing rapid COVID-19 test kits and are now recommending that libraries act as distribution points. The library will be following their recommendation and has ordered COVID-19 test kits to distribute. Kits will be offered via curbside pickup. Dovala noted that Darcy Teets has been approved for a second term on the Board by the Amherst Exempted Village School Board. Dovala reported that Circulation Assistant Abigail Andino has been working on creating a mural on the upstairs temporary wall. Students from the school district will be working with her depending on their availability.

Dulmage reported that she received an update regarding the Gerstenberger Estate. After the Lorain County and Amherst Historical Societies met and discussed the property, it is now up to the judge to decide its fate. If the property is dissolved, the amount of money the library would stand to receive is minimal.

NEW BUSINESS

Dovala reported that a new Tween collection has been created in the Youth Services Department. The collection contains books that fall in a level between the Juvenile and Young Adult Collections. Dovala reported that after a donation request was received, he decided to come up with a list of items the library would like to purchase. This would allow patrons to select an item from the list to donate to the library. Their name would be put on the item acknowledging them as the donor. Dovala reported that the library was looking at purchasing memory kits for patrons with Alzheimer's and autism.

GIFTS & CORRESPONDENCE

Wachholz moved, seconded by Wenger, to accept Resolution # R-21-10-4, accepting the following gifts:

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In memory of Violet Beam:

- \$200.00 from Mary Margaret Hyde

In memory of Mary Edwards:

- \$40.00 from an anonymous donor

All present voted in favor.

MOTION PASSED

PUBLIC COMMENTS none

COMMITTEE REPORTS

BUILDINGS & GROUNDS none

PERSONNEL none

A Personnel Committee meeting was scheduled for Thursday, October 28 at 10:00 a.m.

FINANCE & AUDIT none

Wachholz moved to adjourn. The meeting adjourned at 6:41 p.m.

President

Attest