

## AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 14, 2025

Regular

President Darcy Teets called to order the regular meeting of the Amherst Public Library Board of Trustees at 5:45 p.m. Roll call: Laura Dulmage, Darcy Teets, Katie Wenger, Jake Wachholz, Jim Yorks, and Elizabeth Hui were present. Ryan Krase was absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/ Technology Manager.

PUBLIC COMMENTS none

Dovala noted that the Board typically cancels one meeting during the summer months. Wachholz moved, seconded by Dulmage, to accept Resolution # R-25-7-1, cancelling the August 2025 Board meeting. All present voted in favor.

MOTION PASSED

### MINUTES

Yorks moved, seconded by Hui, to accept Resolution # R-25-7-2, accepting the meeting minutes for the June 9, 2025, regular meeting. All present voted in favor.

MOTION PASSED

### FISCAL OFFICERS REPORT

Cioffi reviewed the June 2025 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported that the library received its first monthly PLF disbursement under the new state budget. Cioffi reviewed PLF projections for the remainder of the year. Yorks moved, seconded by Dulmage to accept Resolution # R-25-7-3, accepting the June 2025 Financial Reports. All present voted in favor.

MOTION PASSED

### LIBRARY ADMINISTRATOR'S REPORT

Dovala reported that he attended ALA's annual conference, noting that he attended some good sessions and talked with other librarians from around the country. Dovala reported that the library would send more managers to conferences next year. He also reported that most managers will attend OLC's annual convention in Cleveland this year. Dovala was hoping to send all staff to OLC's convention, but it was cost prohibitive.

Dovala reported that Governor DeWine vetoed the language in the budget bill regarding the placement of library materials. He noted that the legislature may rewrite language and reintroduce it at a later time. Dovala

## AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 14, 2025

Regular

reported that he informed the Amherst United Methodist Church regarding the Board's decision about the tree. They were understanding of the decision.

Dovala reported that having 2 full-time PSAs is working out well. He noted that PSA Jenelle Nemire is doing a wonderful job with the kids. Dovala reported that the library has been participating in Main Street Amherst's Walkin' on Wednesdays and will also work at the Lorain County Fair. Dovala noted that PSAs Alexandria Cavallo and Audrey McQuillen have completed 90 days of employment. Dovala asked the Trustees to let him know if they would be available to volunteer at the library's Summer Reading Fair, noting that several staff members are on vacation at the time of the fair.

Dovala gave an update on quotes to repair the parking lot. He reported that a sealant could be added for an additional cost, but it may not be aesthetically attractive. Discussion followed and the Trustees agreed it was best to have the sealant applied to protect the lot.

Dovala distributed a revised Code of Conduct that added details requiring patrons to wear clothing and shoes while at the library. Wachholz moved, seconded by Dulmage to accept Resolution # R-25-7-4, approving the revised Code of Conduct as presented, effective immediately. All present voted in favor.

MOTION PASSED

### GIFTS & CORRESPONDENCE

Yorks moved, seconded by Hui, to accept Resolution # R-25-7-5, accepting the following gift:

- \$50.00 from Colleen M. Burman in memory of Sharon Volmer

All present voted in favor.

MOTION PASSED

### COMMITTEE REPORTS none

Hui asked about the tarp behind the Circulation desk. Dovala explained that there was a leak and that the original contractors will investigate the problem.

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 14, 2025

Regular

Teets reported that he will email the Trustees evaluation forms for Dovala and Cioffi. He requested that the forms be returned to him by the September meeting. He will compile the evaluations and meet with Dovala and Cioffi individually to discuss them.

Teets adjourned the meeting at 6:04 p.m.

---

President

---

Attest.