

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

September 9, 2025

Regular

Vice President Katie Wenger called to order the regular meeting of the Amherst Public Library Board of Trustees at 5:47 p.m. Roll call: Jake Wachholz, Laura Dulmage, Katie Wenger, Ryan Krase, and Elizabeth Hui were present. Darcy Teets and Jim Yorks were absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/Technology Manager.

PUBLIC COMMENTS none

MINUTES

Wachholz moved, seconded by Krase, to accept Resolution # R-25-9-1, accepting the meeting minutes for the July 14, 2025, regular meeting. All present voted in favor.

MOTION PASSED

FISCAL OFFICERS REPORT

Cioffi reviewed the July and August 2025 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported that the library received its 2nd half property tax and rollback revenue. Cioffi reported the receipt of an Amended Certificate of Estimated Resources from the County Auditor and noted that the Revenue budget was adjusted accordingly. Cioffi reported that year to date revenue is up over last year and expenditures are down. Dulmage moved, seconded by Krase to accept Resolution # R-25-9-2, accepting the July and August 2025 Financial Reports. All present voted in favor.

MOTION PASSED

LIBRARY ADMINISTRATOR'S REPORT

Dovala noted that Katie Wenger's term as Trustee expires at the end of the year. Wenger indicated that she would like to stay on the Board for another term, so Dovala will forward the request to the Amherst Exempted Village School District Board of Education.

Dovala reviewed proposed changes to the library's Study Room Policy. Wachholz moved, seconded by Dulmage, to accept Resolution # R-25-9-3, approving the revised Study Room Policy, as presented. All present voted in favor.

MOTION PASSED

Dovala reported that parking lot repairs are scheduled to begin next week. The project will be divided into 3 sections in order to keep the lot open

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

September 9, 2025

Regular

throughout the project. The City of Amherst and the Amherst United Methodist Church have been notified of the repair schedule.

Dovala reported receiving an email from a company working with the Lorain County Historical Society to open a museum in Valerie Gerstenberger's former home. The company is seeking advice from the library about the project. Discussion followed. Dovala noted that next year is the 120th anniversary of the Amherst Public Library.

Dovala reported that the Lorain County Library Directors met last week. Dovala noted that he and Cioffi will be attending a Regional OLC meeting for Directors and Fiscal Officers on October 7th.

Dovala reported that staff evaluations have been completed and reinforce what a great staff the library has. Dovala reported that the tuck point work on the Carnegie section of the library will begin next week. The upper trim will also be painted at that time. Dovala spoke with the library's insurance agent regarding the damaged flag pole. The pole will be replaced after quotes are obtained. Dovala noted that 80 high school juniors will be visiting the library on September 26th before opening.

Dovala reported that Cyber Security laws have changed with the passage of the State's budget bill. The library will be working with OPCI for staff training and developing a cyber security program in accordance with the new law.

Wachholz asked if the nosing on the stairs was repaired. Dovala replied that it was and it is holding up well so far.

GIFTS & CORRESPONDENCE

Dovala noted an anonymous donor gifted 7 tickets to the Friends of the Amherst Public Library Author's Luncheon for staff members to attend.

Hui moved, seconded by Wachholz, to accept Resolution # R-25-9-4, accepting the following gifts:

- \$1,000.00 from Jon Javier and Megan Bornstein in memory of Wm. Paul Javor and Rhonda Javor
- \$200.00 from Kathy Koury in appreciation of winning a Summer Reading Prize

All present voted in favor.

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

September 9, 2025

Regular

MOTION PASSED

COMMITTEE REPORTS none

Dovala mentioned that the next Board meeting will be held on Staff Day. Since the library is closed, the meeting will be held in the Large Print section in order to be accessible to public wishing to attend.

Krase noted that he walked the Comet Pride Storybook Trail and it does not mention the library as a sponsor.

Wenger adjourned the meeting at 6:18 p.m.

President

Attest.