

The Board of Library Trustees, Lakewood, Ohio Thursday, March 14, 2024

The Board of Library Trustees of the Lakewood Public Library, City of Lakewood, County of Cuyahoga, State of Ohio, met in regular session in the Board Room of the Main Library, 15425 Detroit Avenue, Lakewood, OH on Thursday, March 14, 2024 at 7:00 P.M.

Members present: Mrs. April Hoy, Mrs. Persis Sosiak, Mr. Gregory Gipson, Mr. Michael Artbauer, Mr. Jeffrey Endress, and Mr. Scott Kermode.

Members excused: Mrs. Nancy Seibert.

Also present: Mr. James Crawford, and Mr. William Costello, Jr., CPA.

APPROVAL OF AGENDA

Motion by Mr. Endress, seconded by Mr. Artbauer, to approve the Agenda for March 14, 2024.

Yeas: Mrs. Hoy, Mrs. Sosiak, Mr. Artbauer, Mr. Kermode, and Mr. Endress.

Abstained: None.

Nays: None.

The President declared the motion carried.

COMMUNICATIONS

Communication from patron Dan Holahan acknowledging the great customer service he received on February 20, 2024, from librarian Sarah McKinsey and noting: "Sarah was patient, friendly and helpful. I am a branch manager in the Medina County District Library, and Sarah's attitude and helpfulness are exactly what I want my staff to strive for."

Communication from Chau Thuy, President, Vietnamese Heritage Museum, Santa Ana, California, thanking the Library for its Vietnamese Boat People: Stories of Courage, Hope and Resilience programming, and a donation to the Library of his book (two volumes), Bloodstained Sea: The Odyssey of the Vietnamese Boat People.

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Communication from authors Thi Bui and Doan Phuong Nguyen and related photographs of their visits to Harding and Garfield middle Schools and St. Edward High School, respectively.

Donation to the Library from Dr. Ellen Posman, Chair of the Department of Religion, Baldwin Wallace University, of the book, Vietnamese-American Catholics by Peter C. Phan.

Communication from Nancy Mantell, Curator of the Dr. Bernard Heller Museum, Hebrew Union College-Jewish Institute of Religion, New York, New York, who visited the Main Library on March 11, 2024, and wrote: "What a wonderful facility!"

DISPOSITION OF MINUTES

Motion by Mr. Kermode, seconded by Mr. Gipson, approval of the minutes of the regular meeting of January 18, 2024.

Yeas: Mrs. Hoy, Mrs. Sosiak, Mr. Gipson, Mr. Kermode, Mr. Artbauer, and Mr. Endress.

Abstained: None.

Nays: None.

The President declared the motion carried.

OPERATIONS REPORT

Mr. Kermode praised Manager Gregory Christian on his work on renewing contracts for the Library.

Mrs. Sosiak thanked Mr. Crawford and staff for the Vietnamese programming and author talking at Harding and Garfield Middle Schools and Saint Edward High School.

Mr. Crawford discussed the fabric monitor stands used for ongoing programming.

FINANCIAL REPORT AND BILLS

No report.

REPORTS OF STANDING COMMITTEES

Business Management and Finance

No report.

Building and Supplies

Mr. Artbauer discussed that the Main Library is researching having the roof and membrane replaced.

Mr. Artbauer reported that a tree at the Main Library had to be removed due to damage but is scheduled to be replaced.

Collections and Gifts

Motion by Mr. Endress, seconded by Mr. Gipson, to accept and gratefully acknowledge gifts received:

Lakewood Public Library Gifts Received:

01/05/2024	- \$ 50.00	Madison Branch Free Thinkers AA
01/30/2024	- \$300.00	Madison Branch Women's Agnostic AA
01/31/2024	- \$100.00	Madison Branch Perpetual Help AA
02/13/2024	- \$ 50.00	Madison Branch Free Thinkers AA

Lakewood Public Library Foundation Received:

01/02/2024	- \$ 40.00	David Burleigh
01/02/2024	- \$ 75.00	Joseph Schleckman
01/02/2024	- \$250.00	Teresa Andreani
01/02/2024	- \$ 50.00	Carl Henderson
01/02/2024	- \$ 50.00	Chris and Margaret Johnson
01/02/2024	- \$100.00	Kate and Scott MacGregor
01/02/2024	- \$ 50.00	Michael Fleenor and George Graham
01/02/2024	- \$ 50.00	Ken Kulczycki
01/02/2024	- \$ 50.00	Mary Osburn
01/02/2024	- \$ 30.00	Steve and Claudia Fitzgerald
01/02/2024	- \$100.00	Molly Brown
01/02/2024	- \$ 25.00	Mark and Mary Wise
01/04/2024	- \$100.00	Carl and Marilyn Culley
01/04/2024	- \$100.00	Tedd and Laura Vandale
01/04/2024	- \$250.00	Tom and Jennifer Baker
01/16/2024	- \$500.00	Judy Grzybowski
01/16/2024	- \$250.00	William Crosby
01/23/2024	- \$500.00	Douglas and Karen Melin

Lakewood Public Library Friends Gifts Received:

01/23/2024 - \$ 25.00 Michael and Lisbeth Fridrich

Yeas: Mrs. Hoy, Mrs. Sosiak, Mr. Artbauer, Mr. Gipson, Mr. Kermode, and Mr. Endress.

Abstained: None.

Nays: None.

The President declared the motion carried.

Personnel

Motion by Mr. Kermode, seconded by Mr. Artbauer, to acknowledge personnel changes:

Appointments:

None.

Resignations/Retirements/Separations/Terminations:

01/06/2024 - Kissel, Edna, Clerical, Public Services

Yeas: Mrs. Hoy, Mrs. Sosiak, Mr. Artbauer, Mr. Gipson, Mr. Kermode, and Mr. Endress.

Abstained: None.

Nays: None.

The President declared the motion carried.

REPORTS OF SPECIAL COMMITTEES

Audit Committee

No report.

Public Comments

No comments.

OLD BUSINESS

No report.

NEW BUSINESS

Mrs. Sosiak thanked Mr. Crawford, the Personal Committee and Attorney Peter Kirsanow for their hard work revising and updating the Lakewood Public Library Policy Manual.

Motion by Mr. Kermodé, seconded by Mr. Artbauer, to accept the Lakewood Public Library March 14, 2024 Policy Manual edition:

Yeas: Mrs. Hoy, Mrs. Sosiak, Mr. Artbauer, Mr. Gipson, Mr. Kermodé, and Mr. Endress.

Abstained: None.

Nays: None.

The President declared the motion carried.

Mr. Crawford's March 2024 Operation Report gave a detailed update on the Library's Strategic Plan by Action Step and Accomplishment.

Mr. Gipson asked for details on outreach, specifically how are we letting people know we are here?

Mr. Crawford informed the Board of various Outreach protocols, specifically the Library's attendance at events sponsored by the City of Lakewood, partnership with the Lakewood City Schools and eldercare protocols with enhancing current programming.

Mr. Crawford shared the 2023 Library Diversity Report with the Board of Trustees.

Mrs. Sosiak asked how diversity training is addressed with staff.

Mr. Crawford detailed that he fully believes in staff training, development, and continuing education. This relates not only to diversity training, but training of all types and relevant topics. Mr. Crawford has staff completing continuing education for all patron and Library purposes and not just diversity for the sake of diversity training.

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Mrs. Hoy asked how the Library can reach the ever changing refugee population in Lakewood.

Mr. Crawford discuss the current ESOL classes the Library provides to adults. Mr. Crawford asked to discuss with Mrs. Hoy, as a Lakewood City School Librarian, what languages are being utilized in the schools.

Mrs. Sosiak asked that the Library's website be translated into other languages. Mr. Crawford will work with the Library's branding company to update the Library's website.

There being no further business, the meeting was adjourned at 7:57 p.m.

President

Secretary

Next Scheduled Meeting

Thursday, April 11, 2024

7:00 P.M.

