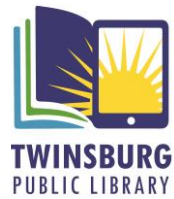


Twinsburg Public Library  
Board of Trustees Meeting  
April 16, 2025 6:00 pm



**Present:** President Suzanne Hawthorne-Clay, Vice President Matt Cellura, Secretary Sam Taylor (6:05), Mr. Durbin, Mary Johnson, Mrs. Kovach, and Holly Toth

**Also Present:** Director Laura Leonard, Fiscal Officer Kile Byington, Assistant Director Cari Dubiel, and Administrative Assistant Jill Liepins.

**Call to Order:** President Suzanne Hawthorne-Clay called the meeting to order at 6:00 p.m.

**Minutes of Last Meeting:** Mary Johnson moved to approve the March 19, 2025 regular meeting minutes. Becki Kovach seconded the motion. The motion was approved.

**President's Report:** Attended Legislative Day with Laura Leonard and Kile Byington.

**Fiscal Officer Kile Byington Reported:**

- There was an error on the permanent appropriations approved at last month's board meeting that has been corrected. The revised version is on the consent agenda for approval.
- There was a total of six bids for the ALIS renovation rebid. The lowest reasonable bidder was Lawler Construction. There will be a motion to award the contract to them at the end of the meeting.
- The current state of politics in reference to the PLF is very concerning. Will continue to analyze all information as it becomes available. Met with Ohio Senator, Kristina Roegner, along with other library directors and trustees at Legislative Day. Will also attend a Leadership Ohio Class of 2025 Press Conference at the state house on April 17<sup>th</sup> and will try to connect with any legislators in attendance.

**March 2025 Fund Balances**

General Fund	763,770.00
Friends Fund	17,270.70
Building and Repair Fund	1,070,177.61
Technology Fund	84,590.18
<b>Total All Funds</b>	<b><u>1,935,808.49</u></b>

**Mark Durbin moved to approve the March 2025 Financial Report. Matt Cellura seconded the motion. A roll call vote was taken and passed:**

Yes: Mr. Cellura, Mr. Durbin, Dr. Hawthorne-Clay, Mrs. Johnson, Mrs. Kovach, Dr. Taylor, Mrs. Toth

**Director, Laura Leonard Reported:**

- Presented and discussed some of the information from the Computers in Libraries conference.
- Mike Dixon has been working on roofing issues, replacing the fire hydrant, and damaged parking lot dividers. Summit Sound and Security will be installing a grab bar and sound system on the Bookmobile. We are waiting for them to contact us as to when.
- Meeting with Jamie Mason, head of CLEVNET, Mohamed Ragheb, Sr. Director of Clevnet, and Kevin Kelly, IT manager on April 28<sup>th</sup> to discuss any CLEVNET issues we may have during the upcoming ALIS renovation.
- Carolyn Vana, Circulation Manager, will retire at the end of June. A job posting will be advertised internally on April 21<sup>st</sup>.
- Lorie Fowler, Circulation Clerk, is retiring April 29<sup>th</sup>. Ann Wymer, Page, is resigning. We are in the process of interviewing for a Circulation Clerk, two Pages, and a Children Services Associate.

## Committee Reports:

**Building and Grounds:** None

**Personnel:** None

**Finance:** None

**Friends of the Library:** Next meeting, May 28, 2025 at 4:30. Currently at 177 members.

**Library Foundation:** Will participate in the Summer Reading Club program. Trying to promote “\$25 for 25”, a fundraiser asking for \$25 from donors to help celebrate the 25<sup>th</sup> anniversary of the Foundation.

## Unfinished Business:

- Discussed Legislative Day and the current issues surrounding the possible cutting of the Public Library Fund (PLF). The Ohio Library Council (OLC) has been keeping public libraries up to date on how these changes may affect them. Laura and Kile will continue to communicate all new information to the Board.
- The Trustee Dinner is May 8, 2025. All board members will attend with Laura and Kile. The program will focus on how library trustees and administrators can be effective advocates for their libraries.

## New Business:

- Records Commissions meeting will be July 16, 2025 at 5:30 p.m., just before the board meeting.
- Agne Moraru will be taking a new board photograph as well as individual headshots of each member. Board members will contact her to schedule their pictures separately. She will submit available dates for all of the board members to meet in the Library for a group photograph.

## Motions

2025.8 **Motion to approve bid opening, and based upon the recommendation of studioTECHNE and information provided, award the contract for the Project to Lawler as the lowest responsible bidder for the work; to allow the Director and Fiscal Officer to sign the contract with Lawler in the total amount of \$529,350, including Alternates 1, 2, and 3, and to prepare and sign any related documents related to the Project; to authorize the Director and Fiscal Officer to sign Modification(s) related to the Project where such Modification individually does not exceed \$20,000. Should a Modification exceed the individual amount, it will be brought to the board for approval.**

Matt Cellura moved, Sam Taylor seconded. In discussion, the motion was amended as follows:

2025.8 **Motion to approve bid opening, and based upon the recommendation of studioTECHNE and information provided, award the contract for the Project to Lawler as the lowest responsible bidder for the work; to allow the Director and Fiscal Officer to sign the contract with Lawler in the total amount of \$529,350, including Alternates 1, 2, and 3, and to prepare and sign any related documents related to the Project; to authorize the Director and Fiscal Officer to sign Modification(s) related to the Project where such Modification(s) ~~individually~~ **cumulatively** ~~does~~ not exceed \$20,000. Should a Modification(s) exceed the ~~individual~~ **cumulative** amount, it will be brought to the board for approval.**

**Matt Cellura moved to approve as amended. Sam Taylor seconded. A roll call vote was taken and passed:**

Yes: Mr. Cellura, Mr. Durbin, Dr. Hawthorne-Clay, Mrs. Johnson, Mrs. Kovach, Dr. Taylor, Mrs. Toth

**Consent Agenda\***

2025.9     **Approve disposal of assets as presented.**

2025.10    **Motion to approve the amendment to the appropriations in the permanent budget as presented.**

**Mary Johnson moved to approve as amended. Sam Taylor seconded. A roll call vote was taken and passed:**

Yes: Mr. Cellura, Mr. Durbin, Dr. Hawthorne-Clay, Mrs. Johnson, Mrs. Kovach, Dr. Taylor, Mrs. Toth

**Mary Johnson moved** to adjourn at 7:12 p.m. Holly Toth seconded. The motion was passed.

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President

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Secretary