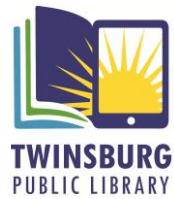


Twinsburg Public Library
Board of Trustees Meeting
June 17, 2026 6:00 pm



Present: President Suzanne Hawthorne-Clay Vice President Matt Cellura, Secretary Sam Taylor, Mark Durbin, and Holly Toth

Absent: Mary Johnson, Becki Kovach

Also Present: Director Laura Leonard, Fiscal Officer Kile Byington, Assistant Director Cari Dubiel, IT Manager Kevin Kelly, 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: Sam Taylor moved to approve the May 20, 2026 regular meeting minutes. Mark Durbin seconded the motion. The motion was approved.

Correspondence: Thank you note to board from Children's and Teen Department for helping at the Summer Reading Kickoff Party on May 30th.

President's Report: None

Fiscal Officer Kile Byington Reported:

- As of June, PLF down about 8% from 2025. Although overall revenue is down, expenditures are as well.
- Schools to approve tax budget at their next meeting.

May 2026 Fund Balances

General Fund	1,126,858.37
Friends Fund	26,046.19
Building and Repair Fund	386,695.71
Technology Fund	50,801.34
Total All Funds	<u>1,590,401.61</u>

Sam Taylor moved to approve the May 2026 Financial Report. Matt Cellura seconded the motion. A roll call vote was taken and passed:

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

Absent: Mrs. Johnson, Mrs. Kovach

Director, Laura Leonard Reported:

- Kevin Kelly, IT Manager, discussed the details of the Library's new Cybersecurity Policy.
- The Library had over 1,000 visitors on May 30th during Summer Reading Club Kickoff.
- Assistant Prosecutor John Galonski will be helping us get the Royal Oaks recycle bin removed from the property.
- Library Open House is October 25, 2026 from 2:00 – 4:00 pm. There will be a petting zoo and light refreshments and hopefully a chance to meet the new Director.
- We have received approval to have the July 1st Open Mic Nite on the Square.
- Laura and Mark Durbin will drive the Bookmobile in the July 4th parade in Reminderville.

Assistant Director, Cari Dubiel Reported:

- Emailed Autism Speaks and Kulture City training to staff.
- Attended Bissell Career day with Bookmobile. Will drive it to Handel's Ice Cream on June 12th.
- Still interviewing for Children's and Outreach Associate.

Committee Reports:

Building and Grounds: Matt Cellura reported: Met June 10th to discuss the following: Retention pond, Mike Dixon is working with SA Communale on the project; Roof replacement potential timeline, RFQ out by end of July, pick a firm by September and go out to bid by January, start project Spring/Summer 2027; Vehicle, Mike Dixon and Laura Leonard are working on contract pricing for a mid size SUV.

Personnel: Mark Durbin reported: 18 applications received for Director's position (one was past the deadline). Will start interviewing 6 candidates beginning of July. Finalists will meet with board and staff panel (to be determined) and hopefully have a decision in August.

Finance: None

Friends of the Library: Helped with the Summer Reading Club Kickoff Party.

Library Foundation: None

Unfinished Business: None

New Business: None

CONSENT AGENDA:

2026-18 Accept the new Cyber Security policy as presented.

2026-19 Approve the depository agreement with Huntington Bank and First Federal of Lakewood for the period of July 1, 2026 – June 30, 2031.

2026-20 Authorize the Director to issue a Request for Qualifications for professional engineering services for a roof replacement project and to advertise and evaluate the submissions in accordance with applicable Qualifications-Based Selection guidelines.

2026-21 Approve staff appreciation luncheon budget of \$750.

Matt Cellura moved. Mark Durbin seconded. A roll call vote was taken and passed:

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

Absent: Mrs. Johnson, Mrs. Kovach

Holly Toth moved to adjourn at 6:46 p.m. Mark Durbin seconded. The motion was approved.

President

Secretary