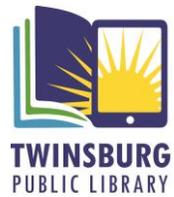


Twinsburg Public Library  
Board of Trustees Meeting  
March 19, 2025 6:00 pm



**Present:** President Suzanne Hawthorne-Clay, Vice President Matt Cellura, Secretary Sam Taylor, Mary Johnson, and Holly Toth

**Absent:** Mr. Durbin and Mrs. Kovach

**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:** Holly Toth moved to approve the February 19, 2025 regular meeting minutes. Sam Taylor seconded the motion. The motion was approved.

**President's Report:** None

**Fiscal Officer Kile Byington Reported:**

- March PLF 1.7% above December 2024 projections.
- Presented the revised revenue and permanent budget for board approval.
- Attending Local Government Officials Conference in Columbus, March 27<sup>th</sup>-28<sup>th</sup>; Legislative Day, Columbus, April 8<sup>th</sup>; Leadership Ohio Class of 2025 Press Conference, April 17<sup>th</sup>.
- Distributed and discussed information on PLF reliance statistics for Ohio.

**February 2025 Fund Balances**

General Fund	829,319.70
Friends Fund	17,861.80
Building and Repair Fund	1,078,508.61
Technology Fund	84,270.78
<b>Total All Funds</b>	<b><u>2,009,960.89</u></b>

**Mary Johnson moved to approve the February 2025 Financial Report. Matt Cellura seconded the motion. A roll call vote was taken and passed:**

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

Absent: Mr. Durbin and Mrs. Kovach

**Director, Laura Leonard Reported:**

- Attending the 2025 Computers in Libraries conference with Kevin Kelly and Jimmy Cucuzza, March 25<sup>th</sup>-27<sup>th</sup> in Washington D.C.
- ALIS has completed the shifting of the fiction collection. They continue to work hard to prepare for the ALIS renovation. While there have been some pushbacks from the public about the temporary changes, the department has handled it very well.
- Alex O'Sullivan oversees maintaining the Creative Lab Equipment. She and Kevin Kelly will be comparing 3D printers for the new maker's space. One of the companies they are looking at, Digital Twinsburg, is currently fixing our Cricut machine.
- Lori Fowler, Circulation Clerk, will be retiring after 24 years on April 30, 2025.

- Staff Day was very successful. The main focus was on each department's responsibilities, some of their daily operations, and how they handle some of the problems they encounter. Kayana Martin, Teen Librarian, was named TPL 2024 Employee of the Year at the luncheon.
- Katie Johnson headed a meeting to initiate a discussion regarding a potential memorial for Julie Strok.

**Assistant Director, Cari Dubiel Reported:**

- The Library will participate in the Summit County Community Read, a program put on by Akron - Summit County Public Library, starting in September. Patrons are invited to participate in a shared reading experience through various programs, book discussions, etc. Most Summit County libraries will be participating. The book is called *Saturday Night at the Lakeside Supper Club* by J. Ryan Stradal.
- Attended a Wilcox PTA event with Katilin Walker and the Bookmobile. Many families came by and checked out items.
- Continue to organize various staff trainings: CPR training, Supervisor in Charge, management training on HR matters, and managing neurodiverse employees.
- Working with Heidi Brown-Beuck on cleaning and organizing the Bissell Local History Room. This project will take some time and care.

**Committee Reports:**

**Building and Grounds:** None

**Personnel:** None

**Finance:** None

**Friends of the Library:** Next meeting, March 26, 2025 at 4:30. Currently have 176 members.

**Library Foundation:** Planning 2025 goals. Will no longer set up a table at the Library on Saturdays but will continue to appear at community and other larger events. Legacy wall committee is changing members.

**Unfinished Business:** None

**New Business:**

- OLC Legislative Day: Tuesday, April 8, 2025, Columbus, OH. Laura Leonard, Kile Byington, and Suzanne Hawthorne-Clay will attend.
- OLC Trustee Dinner: Thursday, May 8, 2025, Embassy Suites Cleveland Rockside, Independence.
- Imagination Library: Akron Summit County Public Library is partnering with the Dolly Parton Imagination Library. Asking all libraries in the county to contribute to cost (\$1.30/book/month). There are approximately 700+ kids in the Twinsburg school district, ages 0-5 years, that participate in the Imagination Library. More discussion will come once we receive more information.
- Staff Engagement Committee (SEC): Employee of the Month will replace Star of the Quarter. To promote a work/life balance, each month, an employee that has been nominated will randomly be chosen as EOTM. Staff members can be nominated any time, however, may only be chosen once per year. The winner will receive 3.75 hours paid leave to be used within 12 months. Also, there will be no payout upon separation.
- Virtual Meeting Laws: Discussed the new state laws regarding hybrid and total virtual meetings. The Library will create a policy and present it to the board when complete.

**CONSENT AGENDA:**

**2025-5 Approve the 2025 Permanent Appropriations for the General Fund, Friends Fund, Building and Grounds Fund, and Technology Fund.**

**2025-6 Approve Employee of the Month incentive of 3.75 hours paid leave that must be used within 12 months of award and can only be awarded to an individual once in any calendar year and is not eligible for payout upon separation.**

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

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

Absent: Mr. Durbin and Mrs. Kovach

**Mary Johnson moved** to adjourn at 7:27 p.m. Holly Toth seconded. The motion was approved.

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President

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Secretary