

**RECORD OF PROCEEDINGS
RITTER PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR SESSION**

Meeting Date: Tuesday, December 10, 2024

The Board of Trustees of Ritter Public Library convened in regular session at 7:00 PM in the Ritter Public Library Meeting Rooms A&B. Coolidge called the meeting to order with the following members and visitors present:

Lois Arnold	Present
Eileen Bulan	Present
Chad Coolidge	Present
Zack Dolyk	Present
Pam Reese	Present
Sarah Ross	Absent
Marie Warden	Absent

Employees: C. Grizzell, C. Springer, A. Folley

Visitors:

Certification of Notification:

Springer certified that a notice of the meeting had been published in the December 5, 2024, edition of the *Vermilion Photojournal*, in addition to the Ritter Public Library social media outlets and Library Website.

Approval of Minutes:

Reese moved that the November 2024 Regular Board Meeting minutes be approved as presented and Bulan seconded. The motion passed unanimously.

Correspondence:

None

Director's Report:

Grizzell reviewed the Director's report, Department reports, and Facility Manager report (attached).

Grizzell reported that we are currently having a problem with the relay switch on the sump pumps.

Commented that the photoshoot event we had was very well attended and put up so nicely! It really looked professional.

Grizzell stated that the Friends Present Christmas Concert was lovely and things went off without a hitch.

Discussed HB 257, allowing public bodies to meet via video conference.

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Grizzell asked Folley to report on the Pet Food Pantry. Over a full ton of dog/cat kibble has been donated, along with so much more for pets.

The Mitten Tree and donation coat rack has been put up and is ready for donations / needs. Has stayed consistently full with donations.

The Freedged has been an amazing addition to our library!

Financial Report:

Springer reviewed the Fiscal Officer's report (attached).

Reese moved to accept the financials as presented, and Bulan seconded. The motion passed unanimously.

Committee Reports:

Foundation

Dolyk reported on the Foundation meeting. Discussed moving forward with a 2025 Oktoberfest. Had preliminary discussion about the use of the funds collected about the event. Would be interested in funding one of the potential park story walks. The hope is that the Oktoberfest becomes a regular "Vermilionite" tradition. The help the Foundation received from the community and other organizations was phenomenal.

Friends

Reese reported for the Friends (report attached).

Public Comment:

None

Old Business:

None

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New Business:

Reese moved to approve the 2025 Management salaries as listed, and Arnold seconded. A roll call vote was conducted and resulted in unanimous approval. The 2025 Management and Administrative salaries are as follows:

Adams, Aimee - \$56,238.00
Browne, Chloe - \$44,179.28
Dufner, Jessica - \$51,154.95
Lima, Paul - \$57,918.21
Rupert, Dianne - \$60,223.81
Williamson, Steve - \$30.28/hr
Grizzell, Cheryl - \$90,000.00
Springer, Caroline - \$64,898.65

*Coolidge moved the adoption of the following Resolution for **Temporary Appropriations**: BE IT RESOLVED by the Board of Library Trustees of the Ritter Public Library, Erie County, Ohio, that to provide for the current expenses and other expenditures of said Board of Library Trustees, during the year ending in December 31, 2025 the following sums be and the same are hereby set aside and temporarily appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:- (ATTACHED)*
*Reese seconded the resolution, and the roll called upon its adoption. The vote resulted as follows: Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye.
Ross & Warden – Absent.*

*Coolidge moved the adoption of the following resolution: Be it resolved by the Board of Trustees of the Ritter Public Library to close the Library on December 24, 2024 (Christmas Eve) and December 31, 2024 (New Year's Eve). Those employees that would normally be scheduled for those days will receive pay for their regularly scheduled hours at their normal rate of pay. Arnold seconded the resolution and the roll called upon its adoption. The vote resulted as follows:
Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye; Reese – Aye;
Ross & Warden – Absent.*

Acknowledgement of Service for Zack Dolyk (attached). Dolyk stated that Warden has completely turned the Board around and turned it into a well functioning Board. He has really enjoyed working with this Board over the years. It has been a pleasure.

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*Coolidge moved the Board into Executive Session to discuss the annual evaluation of a public employee. No decisions will be made as a result of Executive Session. Reese seconded the motion. The roll call vote resulted as follows:
Arnold – Aye; Bulan – Aye; Coolidge – Aye; Dolyk – Aye – Reese – Aye.
Ross & Warden – Absent.*

*Board moved into executive session at 7:35pm
Board moved out of executive session at 7:42pm*

Move to Adjourn: Coolidge moved to adjourn at 7:42pm and Reese seconded.

The meeting was adjourned until Tuesday, January 14, 2025 at 7:00 PM at the Ritter Public Library.

Caroline Springer
Fiscal Officer

Marie Warden
President – Board of Trustees