

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

Meeting Date: Tuesday, September 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. Warden 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	Present

**Employees:** C. Grizzell, C. Springer, Angie Folley

**Visitors:**

**Certification of Notification:**

Springer certified that a notice of the meeting had been published in the September 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 August 2024 Special Board Meeting minutes be approved as presented, and Bulan seconded. The motion passed unanimously.

**Correspondence:**

None

**Public Comment:**

Folley reported on the Pet Food Pantry: Since July 2024 it has been 1 year.

Warden thanked Folley for her hard work on the Pet Pantry.

**Director's Report:**

Grizzell reviewed the Director's report (attached). Plans on taking the next month and looking at things that need to be fine-tuned, internally. Hoping that by November, Grizzell will have next steps for the Strategic Plan.

Reported on OLC's 2025/2026 state budget advocacy.

Reviewed the Trustee Dinner occurring at Spitzer Center in October.

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Discussed the Lorain County Office on Aging donating a “Charlie Cart” to the Ritter Public Library (details attached). Showed a short video detailing the Charlie Cart and how it works.

Grizzell reviewed the department reports (attached).

**Facility Report:**

Grizzell reviewed the Facility Manager’s report (attached).

**Financial Report:**

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

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

**Committee Reports:**

**Endowment Fund: revised bylaws**

Warden reviewed the revised Endowment Fund Board (EFB) bylaws. The EFB had previously brought bylaws that removed RPL Trustee authority, which the RPL Board denied. The EFB met again and included RPL Board authority to approve or deny fundraising, disbursements, and appointments.

Warden asked if there are any other areas on the revised bylaws that the trustees are not comfortable with. Coolidge asked if Section I. A. 1. “Write such rules” should still say “Recommend such rules.” Warden felt that the other section of the bylaws supersedes this wording and still gives the RPL Board authority.

Warden mentioned that the EFB is currently looking for new Board members if anyone knows someone who is looking to be involved in a low-obligation community Board.

Reese moved to approve the revised Endowment Fund Board Bylaws as presented, and Warden seconded. The motion passed unanimously.

**Foundation**

Dolyk reported about Ocktoberfest. Tickets are being sold very fast. They are currently looking for event volunteers to take tickets at the door and sell 50/50 tickets. The prizes are amazing. Larry Betcher has raised \$40,000.00 in donations already. There will be a German band, food, dancers, beer...German everything! Dolyk asked if the Friends would be willing to volunteer to take tickets or sell raffle tickets. Grizzell stated it was brought up at the Friends meeting, but there was no response at that time.

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**Friends**

Reese reported on the Friends meeting (attached).

**Old Business:**

Arnold stated that in early 2025 library policies will be reviewed by the Policy Committee.

Grizzell stated that the Lorain Co. Prosecutor was at the Lorain Co Director’s meeting and asked that all libraries send in their video and photography policies so he can evaluate and streamline them.

**New Business:**

Grizzell stated that the Library has been contacted by Public Art Vermilion and asked that the Board approve an extension of hosting the “Postcard” art displayed on the east side of the building until September 30, 2026. All members agreed.

**Move to Adjourn:** Reese moved to adjourn, and Bulan seconded. The motion passed unanimously.

The meeting was adjourned at 7:54PM until Tuesday, October 8, 2024, at 7:00 PM at the Ritter Public Library.

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Caroline Springer  
Fiscal Officer

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Marie Warden  
President – Board of Trustees