

# **The Solon Public Library Board**

## **Meeting Minutes March 31, 2025**

### **Call to Order**

The regular meeting of the Solon Public Library Board was called to order by Sandy Lawrence at 6:29 p.m.

### **Present**

Sandy Lawrence, Bill Christensen, Cole Gabriel, Janet Salathiel, Char Cosgrove, Jen Fetzer, Steve Fisher, Matthew Hanes, Cole Gabriel (City Liaison), Liz King (Library Director)

### **Absent**

None

### **Approval of Agenda**

The agenda was unanimously approved. (Bill/Jen)

### **Approval of Minutes**

The minutes of the February 25, 2025 meeting were unanimously approved. (Steve/Janet)

### **Citizen's Speak and Correspondence**

Citizen speak: None

### **Committee Reports**

- **Building:** (Humidifier Repair) Liz was notified that the Library showed an increase in water usage. It was discovered that the humidifier was not working. Solon Heating and Air was called and a new part was ordered. The cost of the repair will be in the \$400 - \$500 range.
- **Finance:** Nothing new to report.
- **Johnson County Liaison:** Steve reported that Rod Sullivan is the new Johnson County Supervisor. There were no funding changes to report.
- **City of Solon Liaison:** Cole reported that the city is in the final stretch of the budget season. There will be a closed session held April 2. He also let us know that they have found someone to become the head of Public Works. The new hire will begin mid-May.
- **Board of Trustees Continuing Education:** Janet reported on Meet Me at the Library. There was also a discussion that many of the board members were having difficulty with the new Work Day when trying to enter Continuing Education sites.

### **Library Director's Report:**

A written report is included in the Board Packet. Liz reported on the upcoming Library Week.

### **Approval of Bills**

The bills for March 2025 were unanimously approved. (Char/Matthew)

### **Review of Foundation Report**

The February and March reports were reviewed.

# The Solon Public Library Board

## Old Business

- **SPL Building 25th Anniversary in 2026:** Liz and the staff have decided to make the theme of Summer Reading 2026 the 25th Birthday/ Anniversary of the Solon Library. It was deemed a good opportunity to bring the event to the community's attention. Other events could build off that.

## New Business:

- **Policy Review: Collection Development Policy** This policy was revisited in 2022 and was extensively reviewed at that time. There was one typo found and corrected. The board unanimously approved the corrected policy. (Matt/Janet)
- **Directors Evaluation Process/Timeline:** The evaluation forms were distributed for the Board to use. The forms need to be filled in and returned to Sandy by April 22-23. Either bring them to the Library or send them to Sandy.
- **Volunteers Needed for Fun For All Night:**
- **ALA LTC Accessible Small and Rural Libraries Grant Round 3** Solon Library was awarded a grant for \$10,000. This money will be used to make the women's bathroom door more accessible. The current door is hard for patrons with difficulties to open or navigate through. The projected cost of a new entry, for one bathroom, will take all the funds allotted by the grant. The Women's bathroom is more frequently used so these funds will be used for that door. Funds to change the men's bathroom door will need to be found from a different source.
- **National Library Week: April 6-12, 2025 Theme: Drawn to the Library:**
  - April 2 - City Council Proclamation
  - April 7 - Right to Read Day and State of America's Libraries Report (Includes top 10 Most Challenged Books of 2023)
  - April 8 - National Library Workers Day
  - April 9 - National Library Outreach Day (formerly National Bookmobile Day)
  - April 10 - Take Action for Libraries Day (a day to rally advocates to support Libraries)
- **Board of Trustees Continuing Education:** Items were listed for board consideration.

## Next Months Agenda:

- Closed Session for Library Director Evaluation

## Adjournment

The meeting was adjourned at 7:04 p.m. (Jen/Char)

## Next Meeting

Regular Meeting: Monday, April 28, 2025, at 6:30 p.m.

## Submitted by

Char Cosgrove