

# **The Solon Public Library Board**

## **Meeting Minutes November 24, 2025**

### **Call to Order**

The regular meeting of the Solon Public Library Board was called to order by Sandy Lawrence at 6:30 p.m.

### **Present**

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

### **Absent**

Bill Christensen

### **Approval of Agenda**

The agenda was unanimously approved . (Matthew/Janet)

### **Approval of Minutes**

The minutes of the November 24, 2025 meeting were unanimously approved. (Steve/Jen)

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

Citizen Speak: No report

Correspondence: Liz shared with the board Emails she received from a patron. He was in need of some clarification for the implementation of having Flow Friendly items in the men's restroom. Liz was able to respond to his concern. She also let him know any patron is welcome at any board meeting to share their concerns and ideas.

### **Committee Reports**

- **Building:** Washer/Dryer Installation. The library has a washer and dryer that are in need of installation. The basement is the most viable space to place them. This would require quotes from an electrician and a plumber. Liz will get with City Works for recommendations and also Steve Fisher was willing to give some suggestions.
- **Finance:** Jen reported that the 11/6/25 CD renewal, under the board's direction, was able to renew the CD at Green State for 22 months at 3.85%. She also reported that the next CD maturing is at Solon State Bank on January 30, 2026. It will be discussed at our meeting in January. Jen announced to the board that she will not be renewing her position. We thanked Jen for her dedication to serving our Solon Public Library
- **Johnson County Liaison:** No report
- **City of Solon Liaison:** Cole is meeting with Cami and Lauren in December to address the necessity of pro-rating regular part-time city employee benefits prior to the FY27 budget. We thanked Cole for his dedicated service to Solon Public Library.
- **Board of Trustees Continuing Education:** Matthew reported on Banned Book 101.

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**Library Director's Report:** Liz highlighted the good work Mykle is doing hosting adult programming. His outreach programming at the Solon Care Center is bringing some *Library Joy* to the residents. The therapy dog program at the Care Center has been very welcome. Liz gave an update on the current situation of using new resources for book purchasing. Currently she is with Ingram for adult books and Lily will be checking into Follett for youth books.

## Approval of Bills

The bills for November 2025 were unanimously approved. (Jen/Char)

## Review of Foundation Report

The November 2025 Foundation financial reports were reviewed.

## Old Business

- none

## New Business

- **Planning committee for 25th Anniversary in July**  
Char and Janet volunteered to help with a planning committee.
- **Set Budget for 25th Anniversary Committee.** It was decided to ask for a budget amount of \$2500. This would be listed in the FY27 budget under 65990 supplies.
- **Approval of FY27 Library Budget:** The proposed Library Budget was unanimously approved. (Janet/Matthew)
- **Pre Approval of December Bills:** Due to the Board not meeting in December the bills are preapproved to be reviewed in January. (Char/Steve)
- **New Policy by City of Solon: Therapy Dog Policy:** The new policy was discussed and reviewed. The policy will be reviewed by the City Attorney and then will be added back to our Agenda for approval at a later date.
- **Board of Trustees Continuing Education:** Items were listed for Board consideration.

**Adjournment:** The meeting was adjourned at 7:30 p.m. (Matthew/Steve)

## Next Meeting

Regular Meeting: Monday, January 26, 2026 at 6:30 p.m.

## Submitted by

Char Cosgrove