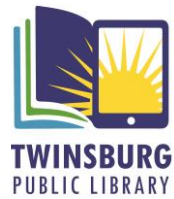


Twinsburg Public Library  
Board of Trustees Meeting  
June 18, 2025 6:00 pm



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

**Absent:** Mark Durbin, Mary Johnson, Becki Kovach

**Also Present:** Director Laura Leonard, Fiscal Officer Kile Byington, and Administrative Assistant Jill Liepins.

**Call to Order:** President Suzanne Hawthorne-Clay called the meeting to order at 5:58 p.m.

**Minutes of Last Meeting:** Sam Taylor moved to approve the May 21, 2025 regular meeting minutes. Matt Cellura seconded the motion. The motion was approved.

**President's Report:** None

**Fiscal Officer Kile Byington Reported:**

- PLF for May has come in 8% higher than 2024. Overall, we are about 4.5% above 2024 general revenue totals to date.
- The ALIS construction project has been moving along smoothly, including the schedule and pay applications.

**May 2025 Fund Balances**

General Fund	1,150,506.93
Friends Fund	18,235.61
Building and Repair Fund	1,073,837.08
Technology Fund	85,222.73
<b>Total All Funds</b>	<b><u>2,327,802.35</u></b>

**Sam Taylor moved to approve the May 2025 Financial Report. Holly Toth seconded the motion. A roll call vote was taken and passed:**

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

Absent: Mr. Durbin, Mrs. Kovach, Mrs. Johnson

**Director, Laura Leonard Reported:**

- Construction update: demo started May 27<sup>th</sup> and has been going very well. Mark Durbin and Matt Cellura have attended some of the weekly construction meetings with studioTechne, Lawler Construction, and some Library staff. One of the air handlers will be shut down some time the week of June 30<sup>th</sup> as they will be spray foaming some areas. Will see if we will need to close at any point of that process, depending on the temperatures as the original building will not have any air conditioning.
- Mike Dixon will be making the DVD end panels as it has been difficult to find a vendor.
- We have nearly all of the funding we need for the Summer Lunches on the Go program thanks to many generous donations. We have had volunteers from the community help sort the lunches once we receive the shipment. Fliers have been sent to parents at the Twinsburg Schools and given out to local food pantries with the dates of our stops.
- Mark Durbin and Laura will drive the Bookmobile in the July 4<sup>th</sup> parade and staff will participate in the Twins Days parade in August. We will be open at noon that day with bathrooms in the front lobby open at 8:00am.
- Erica Chapman is the new Circulation Manager, taking over for Carolyn Vana whose last day is June 30<sup>th</sup>. Assistant Manager, Carlina Sweiger, will take over supervising the Pages. The ALIS department will take over the management of the meeting rooms from Carlina.

- **Personnel:** Jimmy Cucuzza, IT support, has taken another job. His last day is June 27<sup>th</sup>. John Kelly was hired as a Page. Currently interviewing 3 internal staff members for the 2 open ALIS Coordinator positions.

#### **Committee Reports:**

**Building and Grounds:** Matt Cellura discussed the construction meeting he attended on Tuesday, June 17<sup>th</sup>. There has been good communication between the general contractor and staff, including being proactive of any complications or issues that may arise throughout the construction process.

**Personnel:** Next meeting will be July 16<sup>th</sup> at 4:00 pm to discuss the Director, Fiscal Officer, and staff evaluations and staffing costs.

**Finance:** None

**Friends of the Library:** Members of the Friends helped at the Summer Reading Club kickoff event.

**Library Foundation:** Holly Toth reported that the Foundation is looking for 2 new board members. Will launch the \$25 for 25 years campaign in July. August 3<sup>rd</sup> is Picnic at the Barn.

**Unfinished Business:** Records Commissions meeting is July 16, 2025 at 5:30 p.m., just before the regularly scheduled board meeting.

**New Business:** None

#### **Consent Agenda**

2025-13 Accept donations for Summer Lunches on the Go program for a total of \$6,117 from the following:

Anonymous	\$1,288.80	Virginia & Robert Schmidt	\$100.00
Anonymous	\$100.00	Anonymous	\$20.00
Anonymous	\$5.00	Laura Leonard	\$180.00
Anonymous	\$644.40	Burns Pool Management	\$644.40
Teresa & William Morrison	\$100.00	Andrea Harris	\$600.00
Rajat & Patricia Taneja	\$1,290.00	Jerry O'Sullivan	\$200.00
Friends of TPL	\$644.40	Anonymous	\$200.00
Cecilia Leonard	\$100		

2025-14 Accept an anonymous donation for the ALIS Department for \$250.

2025-15 Approve \$400 to be used for staff summer reading luncheon and root beer float party.

2025-16 Approve disposal of assets as presented.

**Holly Toth moved to approve. Sam Taylor seconded. A roll call vote was taken and passed:**

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

Absent: Mr. Durbin, Mrs. Kovach, Mrs. Johnson

**Holly Toth moved** to adjourn at 6:37 p.m. Matt Cellura seconded. The motion was passed.

---

President

---

Secretary