

**East Cleveland Public Library  
Regular Board of Library Trustees Meeting Minutes**

Saturday, April 19, 2025

14101 Euclid Ave., East Cleveland, Ohio 44112

Lower Auditorium 2:00 PM

Ms. Shaheed called the meeting to order at 2:06 PM.

MP3  
RBOT20250419

**I. CALL TO ORDER**

**A. ROLL CALL**

Present: Ms. Shaheed, Mr. Mays, Ms. Sharpley, Dr. Harris, Dr. Jordan, Mr. Paige

A quorum exists. Present – 6; Absent -1

Also present at the table were: Mr. Carlos Latimer (Executive Director), Mr. Ross Cockfield (Fiscal Officer), Mr. E.F. Turner III (Exec. Admin. Assistant)

**II. LIFT EVERY VOICE AND SING**

(Everyone is invited to sing.)

**III. APPROVAL OF THE AGENDA**

Dr. Jordan motions to approve the agenda.

Mr. Mays seconds the motion.

Dr. Jordan  
moved, and  
Mr. Mays  
seconds  
approving the  
agenda.

Discussion: None

Roll Call Vote: Ms. Shaheed (yes), Mr. Mays (yes), Ms. Sharpley (yes), Dr. Harris (absent), Dr. Jordan (yes), Ms. Blade (absent), Mr. Paige (yes)

Yes – 6; Absent -1

Motion passes.

The agenda is approved.

**IV. APPROVAL OF THE REGULAR BOARD MEETING MINUTES FROM MARCH 15, 2025.**

Dr. Harris makes a motion for the approval of the March 15th, 2025, Regular Board Meeting Minutes.

Dr. Jordan seconds the motion.

Discussion: None

Dr. Harris moved, and Dr. Jordan seconds the approval of the 03-15-2025 minutes.

Roll Call Vote: Ms. Shaheed (yes), Mr. Mays (yes), Ms. Sharpley (yes), Dr. Harris (absent), Dr. Jordan (yes), Ms. Blade (absent), Mr. Paige (yes)

Yes – 6; Absent -1

Motion passes.

The 03-15-2025 minutes are approved.

## **V. COMMUNICATIONS**

Mr. Latimer informed everyone that there is a lot of advocacy around libraries that are impacting the community. Student success is very important in East Cleveland and he made sure this was shared with legislators at the State House on Library Legislative Day.

## **VI. PRESIDENT'S REPORT**

Ms. Shaheed informed everyone of the upcoming Ohio Library Council Trustee dinner that will be held on Thursday, May 8<sup>th</sup>, starting at 6:00 PM.

Ms. Shaheed also informed everyone of the Interim Mayor's Town Hall meeting being held at the East Cleveland Public Library on Saturday, May 10<sup>th</sup> at 11:00 AM, the same day as ECPL's scheduled committee meetings.

She also reminded the Board of the upcoming American Library Association conference being held in June in Philadelphia and added information about the upcoming changes with the TSA travel requirements as they relate to Real IDs.

## **VII. DIRECTOR'S REPORT (C. Latimer)**

Mr. Latimer mentioned that he has received several questions about the wheelchairs that the library purchased with grant money from McGregor. Mr. T. Dillard and Ms. Maxwell, of ECPL's Technology team, demonstrate the functionality of these new wheelchairs and show how they will be useful to library patrons.

Mr. Latimer later mentions Mr. Gauge's postcard program. He also adds that advocacy continues around House Bill 95. This bill waiting for the July approval from the governor. Despite all of the advocacy through presentations, emails, and calls to legislators, Ohio's public library's are still \$90.8 million shy of what the governor has recommended. Because of the shortfall, we are lobbying for an increase. Mr. Latimer stated, as it currently stands, the Public Library Fund (PLF) will stay in tact until 2027.

It is expected at this time that public library funding in Ohio will be done as a line item.

Mr. Latimer also stated that Senate Bill 1 for higher education passed and will affect public libraries as it relates to virtual meetings, DEI, library collections, and board term limits.

In conclusion, Mr. Latimer stated that there is a verbal agreement between the local libraries to keep the percentages of the PLF the same for the next two years. However, we don't know what that will look like in dollars. Mr. Latimer went on to say he and Mr. Cockfield are looking to right-size the library for sustainability beyond 2025.

Mr. Mays motions to approve the Director's Report.

Dr. Harris seconds the motion.

Mr. Mays  
moved, and  
Dr. Harris  
seconds  
approval of  
the Director's  
report.

Discussion: None

Roll Call Vote: Ms. Shaheed (yes), Mr. Mays (yes), Ms. Sharpley (yes), Dr. Harris (absent), Dr. Jordan (yes), Ms. Blade (absent), Mr. Paige (yes)

Yes – 6; Absent -1

Motion passes.

The  
Director's  
Report is  
approved.

## VIII. FISCAL OFFICER'S REPORT (R. Cockfield)

Mr. Cockfield read from his report prepared April 2025

Our month ending reconciled total cash/fund balance as of March 31, 2025, is \$2,030,678.63. At the end of here months total General Fund expenditures show 28% of the budget, slightly ahead of the 25% benchmark. This is because the transfer of \$200,000 to the Building Fund is considered an expense of the General Fund and is recorded at 100% of the budgeted amount, which inflates the overall percentage.

There has been widely published concern for the upcoming biennial State budget and the impact on the PLF distribution. The budget has not been finalized and is currently being reviewed by the State Senate. The House version of the budget seeks to eliminate the PLF as a legislated percentage of the General Revenue Fund and make distribution by approximately \$1 million dollars from the Governor's version of the two-year budget. Once the Senate has completed its version of the budget, the three versions will be consolidated for passage.

With these unexpected changes in mind the Director and I have taken a cautious spending approach to the remainder of this year's expenditures. Last year (2024), PLF revenue declined for the first time in four years, and our expenses increased over 2023 levels due in large part to the mandated salary increases and an upgrade to our print center equipment. Going forward in 2025, IT and maintenance expenditures will be closely evaluated. Programming services will continue but will also be evaluated for cost and service impact. Additional reductions are planned and will be discussed separately with the Board.

There is a resolution before the Board to suspend the parking lot project as a means to repurpose capital dollars to more immediate use. Once state funding can be better evaluated and/or we're able to rebuild our reserves, the parking lot project can be put back on the table.

This completes my report.

Mr. Paige motions for the approval of the Fiscal Officer's Report.

Dr. Harris seconds the motion.

Discussion:

Mr. Paige  
moved and,  
Dr. Harris  
seconds  
approving the  
Fiscal Officer's  
report.

None.

Roll Call Vote: Ms. Shaheed (yes), Mr. Mays (yes), Ms. Sharpley (yes), Dr. Harris (absent), Dr. Jordan (yes), Ms. Blade (absent), Mr. Paige (yes)

Yes – 6; Absent -1

Motion passes.

The Fiscal  
Officer's  
report is  
approved.

## **IX. COMMITTEE UPDATES**

### **A. Finance Committee Update (Chairperson)**

1. Resolution 04-01-2025: Acceptance of \$10,000 Grant from Cuyahoga County Board of Developmental Disabilities.

Mr. Paige introduced the resolution.

#### **Resolution 04-01-2025: Authorization to Accept the \$10,000 Grant from the Cuyahoga County Board of Developmental Disabilities.**

Sponsored by N. Paige, Co-sponsored by M. Harris

*Members of the East Cleveland Public Library's Board of Trustees have discussed and reviewed the following items in an open meeting on April 19th, 2025:*

**WHEREAS**, the East Cleveland Public Library's Board of Trustees hereby accepts the recommendation of the Executive Director and Fiscal Officer to accept the \$10,000 grant from the Cuyahoga County Board of Developmental Disabilities; and

**WHEREAS**, the grant is to be used to increase library accessibility with the implementation of accessibility workstations for patrons with disabilities; and

**NOW BE IT RESOLVED**; Adoption of Resolution 04-01-2025 for the acceptance of the \$10,000 Grant from the Cuyahoga County Board of Developmental Disabilities will be added to the library's General fund #1000.

Mr. Paige makes a motion to approve Resolution 04-01-2025.

Dr. Harris seconds the motion.

Mr. Paige  
moved, and  
Dr. Harris  
seconds  
approval of  
Resolution  
04-01-2025.

Discussion:

None.

Roll Call Vote: Ms. Shaheed (yes), Mr. Mays (yes), Ms. Sharpley (yes), Dr. Harris (absent), Dr. Jordan (yes), Ms. Blade (absent), Mr. Paige (yes)

Yes – 6; Absent -1

Motion passes.

Resolution  
04-01-2025  
is approved.

**2. Resolution 04-02-2025: Authorization to Suspend the Parking Lot Expansion Project.**

Mr. Paige introduced the resolution.

**Resolution 04-02-2025: Authorization to Cancel the Parking Lot Expansion Project.**

*Sponsored by N. Paige, Co-sponsored by M. Harris PhD.*

*Members of the East Cleveland Public Library's Board of Trustees have discussed and reviewed the following items in an open meeting on April 19th, 2025:*

**WHEREAS**, the East Cleveland Public Library had transferred funds from its General Fund to its Building Fund to cover parking lot development; and

**WHEREAS**, the Library had appropriated \$200,000 for the development of a parking lot; and

**WHEREAS**, recent developments with State congressional support for PLF funding within the new biennium budget have suddenly raised cautionary flags toward spending; and

**WHEREAS**, after a thorough assessment of possibilities for parking lot development, there does not appear to be any solution that offers long term sustainability for a parking lot without significant capital expenditure.

**NOW BE IT RESOLVED**; that Resolution 02-01-2025, be rescinded and that Capital Project funds, which cannot be transferred back to the General Fund, be reallocated to better serve more immediate capital needs.

Mr. Paige makes a motion to approve Resolution 04-02-2025.

Dr. Harris seconds the motion.

Discussion:

None.

Roll Call Vote: Ms. Shaheed (yes), Mr. Mays (yes), Ms. Sharpley (yes), Dr. Harris (absent), Dr. Jordan (yes), Ms. Blade (absent), Mr. Paige (yes)

Yes – 6; Absent -1

Motion passes.

Mr. Paige  
moved, and  
Dr. Harris  
seconds  
approval of  
Resolution  
04-02-2025.

Resolution  
04-02-2025  
is approved.



**B. Personnel Committee (Chairperson)**

Ms. Sharpley read the Personnel Report and added in expectation of reduced library funding from the state, there will be a hiring freeze while other options are being reviewed to lower staffing costs.

**C. Library Services Committee (Chairperson)**

Dr. Jordan reviewed the library's statistics from the month of March and stated that overall, library usage is up.

Dr. Jordan informed the Board of the Travis "Moonchild" Haddix concert that will be taking place on Sunday, May 18<sup>th</sup> at the library. She then let everyone know that the East Cleveland Public Library's Founder's Day event will be held on Saturday, May 24<sup>th</sup> from 12:30PM to 4:30PM.

Mr. Latimer added that the library's chess tournament is coming up on Saturday, May 3<sup>rd</sup> and the following week the Interim Mayor will be holding a Town Hall at the library starting at 11AM

**D. Buildings and Grounds Committee (Chairperson)**

Mr. Mays stated that he would like to see an expansion of the library's parking lot and feels that the library could still use additional parking. But he also stated that he understands the library must prioritize spending due to reductions in library funding.

**E. Strategic Planning Committee (Chairperson)**

Dr. Harris yielded the floor to Mr. Latimer to elaborate on the current status of the library's Strategic Plan.

Mr. Latimer stated that the library's goals and objectives have been completed. However, the Strategic Plan is still being formatted before being printed and distributed to the Board for review.

Dr. Harris stated that she attended the Mayor's Town Hall meeting at the Civic Center and everyone in attendance seemed to be onboard with working together to uplift the community.

#### **X. NEW BUSINESS**

Mr. Latimer shared that there was a meeting between ECPL and East Cleveland City School District about extending library services to the new Cardinal Center at Shaw High School. ECPL submitted a memorandum of understanding and is waiting to hear back from the school district. Mr. Latimer added, when the school board responds, the next steps will be brought before the ECPL Board for approval.

#### **XI. OLD BUSINESS**

None.

#### **XII. AUDIENCE PARTICPATION**

None.

#### **XIII. ADJOURNMENT**

Dr. Harris motions for adjournment.

Ms. Sharpley seconds the motion.

Discussion: None

Roll Call Vote: Ms. Shaheed (yes), Mr. Mays (yes), Ms. Sharpley (yes), Dr. Harris (absent), Dr. Jordan (absent), Ms. Blade (absent), Mr. Paige (yes)

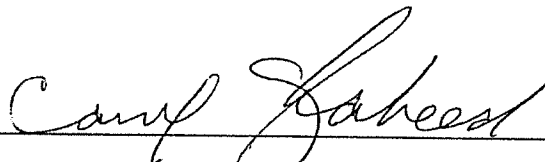
Yes – 2; Absent -2

Motion passes.

**[Meeting is adjourned at 3:00 PM]**

Dr. Harris  
moves and,  
Ms. Sharpley  
seconds for  
adjournment.

Meeting is  
adjourned.



Ms. Carol Shaheed, President



Mr. O. Mays, Secretary

Meeting minutes were approved in an open meeting by the East Cleveland Public Library Board of Trustees on 05/17/2025.