

BURTON PUBLIC LIBRARY BOARD OF TRUSTEES

**Board Meeting Minutes
April 16, 2026**

Present: Board Members Judy Starr, Dawn Tolchinsky, Matt Connors, Kristine Thompson, and Julie Ziemak; Library Director Katie Ringenbach and Fiscal Officer Marie Schwindl; no public attended.

The meeting was called to order at 7:00PM by Judy Starr.

Meeting Minutes:

23-2026 Dawn Tolchinsky moved to accept the March 19, 2026 meeting minutes as presented. Kristine Thompson seconded the motion and the resolution was passed unanimously by the board.

Financial Statement:

Discussion took place regarding the financial statements for March 2026, Attachment A.

24-2026 Kristine Thompson moved to accept the March 2026 Financial Statements. Dawn Tolchinsky seconded the motion and the resolution was passed unanimously by the board.

Fiscal Officer's Report:

Donations: One (1) donation to the Annual Fund totaling \$50.00 was received since the March 2026 Board Meeting.

Tax Budget Hearing: The Tax Budget Hearing will be held on May 21 at 6:45PM.

Radon Testing Update: Three quotes were received. Discussion ensued and it was decided to use Radon Survey Systems, Inc. The cost for testing will be \$1,000.00.

Directors Remarks:

Statistics: For the month the physical circulation and program attendance was up; the e-circulation was down. Over all it was a fine month.

Staffing Update: No changes or updates for the month of March.

Elevator Incident: There was an incident on March 24, where a patron and her child got stuck in the elevator. The red switch got moved to stop the elevator and the mother was stating that she had corrected it but the elevator was still not moving. The Burton Fire Department sent four firemen and the situation was corrected in a timely fashion.

Clevnet Phone Service: Clevnet is switching over their phone system; Burton Public Library is one of two test sites with a cutover date of May 5.

Van Update: New tires were purchased today for the van. It had been suggested by Preston Ford that the tires be replaced this year due to age in September. The date was moved up due to a flat tire that was received last week.

March Book Sales: March book sales with Sundays and one Saturday totaled \$846.90.

Strategic Plan Update: Received all of the remaining information back today from the state. Katie will forward these documents to the Board by email.

Cyber Security Plan: It is being worked on with Clevnet and the plan is to present it at the May Board Meeting.

Unfinished Business:

Elevator Modernization Update: Linda Applebaum, Geauga County Assistant District Attorney, worked with the legal counsel at Lerch Bates and reached an agreement as to the wording of the contract with them. Katie will contact Mike Pytash, Consultant at Lerch Bates, to see where the contract is for signature and to get the project started.

New Business: None.

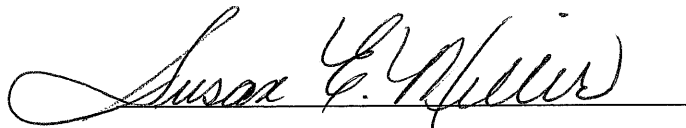
Fund Drive Update: To date the Fund Drive has received \$20,723 from 89 donors.

Public Comments: None.

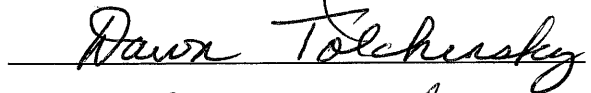
25-2026 Dawn Tolchinsky moved to adjourn the meeting. The motion was seconded by Kristine Thompson and the resolution was passed unanimously by the Board.

The meeting was adjourned at 7:44PM.

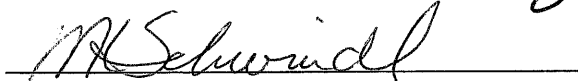
Respectfully submitted,
Marie Schwindl
Fiscal Officer



President



Secretary



Fiscal Officer