

**Barberton Public Library**  
**Regular Meeting Board of Trustees, January 28, 2021**

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**MEMBERS PRESENT**

Caroline Brindo  
Jennifer Doll  
C. Racyne Leskanic  
Terri Masich  
Heather McMullen  
Holly Miller

**ALSO PRESENT**

Ann Hutchison, Director  
Ken Cornelius, Fiscal Officer  
Melissa Futrell, Deputy Fiscal Officer  
Maggie Rose, Public Relations Associate  
Judge Todd McKenney

**MEMBERS EXCUSED**

Leon Ricks

President Masich called the meeting to order at 6:37 p.m.

This Board meeting was held both in person and virtually using Microsoft Teams. Brindo and Miller attended virtually; all other attendees were present at the library. Members of the public were given the opportunity to request an invitation by emailing Hutchison.

**RESOLUTION 1-2021** – Moved by Doll, seconded by McMullen to appoint Ken Cornelius full-time Fiscal Officer and Melissa Futrell part-time Deputy Fiscal Officer at their current compensation. Both appointments are to be for one year. Fiscal Officer is to be bonded for \$75,000. Ayes: Brindo, Doll, Leskanic, McMullen and Miller. Nays: None. Resolution adopted.

McKenney administered the oath of office to Cornelius and Futrell.

"Do you solemnly affirm that you will support the Constitution of the United States and the Constitution of the State of Ohio and impartially discharge your duties as Fiscal Officer and Deputy Fiscal Officer of the Barberton Public Library, to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your continuance in said office, and until your successor is selected and qualified?" Their replies were "I do."

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Ken Cornelius, Fiscal Officer

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Melissa Futrell, Deputy Fiscal Officer

McKenney left the meeting at 6:40 p.m.

Hutchison reported that she had no news to share from the Friends of the Library.

Hutchison introduced Public Relations Associate Maggie Rose, who started on January 6 and was previously employed as a Children's Department Page and Technical Services Library Assistant. Since working at BPL, Rose has completed her MLIS and brings a wealth of public library experience to the role.

Rose left the meeting at 6:44 p.m.

President Masich called for the nomination of officers.

**Moved** by Doll, seconded by Leskanic, to nominate Brindo as President. Ayes: Brindo, Doll, Leskanic, McMullen and Miller. Nays: None. Motion carried.

**Moved** by Leskanic, seconded by McMullen, to nominate Doll as Vice President. Ayes: Brindo, Doll, Leskanic, McMullen and Miller. Nays: None. Motion carried.

**Moved** by Leskanic, seconded by McMullen, to nominate Miller as Secretary. Ayes: Brindo, Doll, Leskanic, McMullen and Miller. Nays: None. Motion carried.

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**Moved** by Leskanic, seconded by Doll, **to close the nominations**. Ayes: Brindo, Doll, Leskanic, McMullen and Miller. Nays: None. Motion carried.

**RESOLUTION 2-2021** – **Moved** by McMullen, seconded by Leskanic, **to accept the slate of officers** as follows: Brindo as President, Doll as Vice President, and Miller as Secretary. Ayes: Brindo, Doll, Leskanic, McMullen and Miller. Nays: None. Resolution adopted.

President Brindo took order of the meeting at 6:50 p.m.

President Brindo appointed the following committees for 2021:  
Building and Equipment – Miller (Chair), Leskanic and Ricks  
Finance and Audit – McMullen (CH), Masich and Ricks  
Personnel – Doll (CH), Leskanic, and Masich  
Summit County Trustees Council – Brindo (delegate) and Doll (alternate)

**Moved** by Doll, seconded by Masich, **to schedule all regular Board meetings for 2021** at 6:30 p.m. on the following dates: January 28, February 25, March 25, April 22, May 27, June 24, July 22, August 26, September 23, October 28, November 18 and December 16. The Public Records Commission will meet prior to the June meeting. Ayes: Doll, Leskanic, Masich, McMullen and Miller. Nays: None. Motion carried.

**Moved** by Masich, seconded by Leskanic, **to accept the minutes** of the December 2020 Board meeting. Ayes: Doll, Leskanic, Masich, McMullen and Miller. Nays: None. Motion carried.

**LIBRARIAN'S REPORT**

**Circulation:** Hutchison informed the Board that they will receive a ten-year circulation overview and departmental reviews in February. The library building closed to the public and began offering only curbside and virtual services on December 4, and Hutchison noted that circulation and programming numbers from December 2020 are a testament to the staff's public relations and outreach efforts. December 2020 circulation was 20,686, down 20.3% from December 2019. Year to date, circulation is 240,463, down 35.2% from 2019. eMedia circulation through Overdrive was 5,399 in December and year to date is 62,049, up 20% from December 2019 and 11.4% YTD. An additional 221 eMedia titles were borrowed through Hoopla in December. In December 2020, 698 customers received curbside service, the highest since the service was added in May, 42 new patron cards were issued, 656 items were added to the collection, and 691 items were withdrawn.

**Programs & Publicity:** In December 2020, 409 people attended 30 live programs via Zoom and Facebook Live, down 62.1% from December 2019. For the year, live attendance at library programs was 8,659, down 24.4% from 2019. An additional 1,111 people participated in or viewed 26 passive and recorded programs in December. Year to date, live adult programming is up 358%, live teen programming is up 21.4%, and live children's programming was down 86.4%. Hutchison noted that while attendance is down significantly for live children's programming at 1,327 YTD, participation in their passive and recorded programming is quite high, with a total of 7,015 for 2020.

The Program Guide will resume with February and March programming, and work has begun on a summer edition of the quarterly Enchanted Times newsletter to promote Summer Reading Club. Hutchison shared Take & Make crafts and Book Club kits for children, Winter Reading Club Bingo activities for all ages, and BPL Loves You craft kits, which supply customers with the materials to make Valentine cards for area seniors. Upcoming programs of note include Notable African Americans from Ohio on February 1, author visit with David Giffels on February 2, Valentine's Day: Origins, Legends, Stories on February 9, Frontier Life in Ohio on February 17, and Puzzle Tree Art on February 23. Hutchison also informed the Board that Understanding Gender Identity, which was originally scheduled to be presented in 2020, will take place on March 2. When initially advertised, the program's topic inspired at least one customer complaint and Hutchison noted that it is being presented by University of Akron professor Dr. Robert Peralta at no cost to the library.

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**Donations:**

Gerard Dusa - \$10.00

Friends of Barberton Public Library - \$25, in memory of Lowell Potts

Veronica Hegarty - \$25, in memory of Phyllis Taylor

Jim & Nancy Jones - \$25, in memory of Phyllis Taylor

Taylor

Barbara Kirbawy - \$50, in memory of Phyllis Taylor

Susan Korosa - \$50, in memory of Phyllis Taylor

Magic City's Remarkable Diner - \$41.06

Ron & Sue Martin - \$25, in memory of Phyllis Taylor

Doug & Carla McBain - \$250, for the Children's Department

Elizabeth Wilson - \$25, in memory of Phyllis Taylor

Anne Vainer - \$100, for Take & Make Activities

Anonymous - 329 Books, 33CDs, 10 DVDs

**Moved** by Masich, seconded by Leskanic, **to accept the donations.** Ayes: Doll, Leskanic, Masich, McMullen and Miller. Nays: None. Motion carried.

**Other:**

**FISCAL OFFICER'S REPORT**

The Public Library Fund tax distribution for the month of January 2021 for the Barberton Public Library was \$84,549.79.

Cornelius informed the Board that he will not be renewing the library's Certificate of Deposits as they expire, as the interest rates will be higher if they are rolled into the library's checking account than what is currently being offered on CDs.

**Moved** by Leskanic, seconded by Doll, **to accept the financial report, bank reconciliations and bills** paid for the month of December 2020. Ayes: Doll, Leskanic, Masich, McMullen and Miller. Nays: None. Motion carried.

**RESOLUTION 3-2021** – **Moved** by Masich, seconded by Doll, **to allow reimbursement of approved library use of a vehicle for 2020 at the rate of 56¢ per business mile driven** as adopted by the Internal Revenue Service beginning on January 1, 2021. Ayes: Doll, Leskanic, Masich, McMullen and Miller. Nays: None. Resolution adopted.

**COMMITTEE REPORTS**

**Finance and Audit Committee:** No meeting held.

**Personnel Committee:** The Personnel Committee met immediately before the regular Board Meeting to discuss the Fiscal Officer job position. Hutchison will contact the selected candidates to schedule interviews.

**Building and Equipment Committee:** No meeting held.

**Summit County Library Trustees Council:** No meeting held.

**COMMUNICATIONS AND CORRESPONDENCE**

**OLC Legislative Update:** Hutchison informed the Board that the Ohio Library Council will host a Library Trustee Workshop via Zoom on March 6, from 8:45 a.m. to 4:30 p.m. The deadline to register is February 28, and Hutchison will register any interested Board members. OLC's annual Legislative Day is April 21; the logistics of this event have yet to be determined.

**Community Correspondence:** Hutchison shared a certificate from the U.S. Census Bureau recognizing BPL for their contribution as a member of the 2020 Census Community Partnership and Engagement Program and a thank you note from Barberton Area Community Ministries, who was the beneficiary of BPL's fourth quarter Casual for a

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Cause donations. Casual for a Cause is a program that allows staff members to wear jeans on Fridays and Saturdays in exchange for a \$1.00 donation to local charities, which rotate on quarterly basis.

A weeping cherry tree was donated in memory of former staff member Joy Anna Wunderlich and planted near the library's parking lot. Hutchison shared photographs and correspondence from Ms. Wunderlich's family, who expressed their thanks for the help of Facilities Services Manager Will Swigart during the process.

Hutchison shared testimonials from staff at several adult day centers praising the library's Craft Connections programs. Tiffany Skillern of Guided Transitions for Supported Individuals wrote, "You all do such an excellent job selecting the crafts... the smiles I see on their faces after they see the finished product makes me makes treasure this time of isolation. Thank you for being so caring and continuing to bring learning, literacy and fun to our community!"

**OLD BUSINESS**

The library building has remained closed to the public since December 4, 2020, with curbside pick-up and other contact-free services available. Hutchison plans to reopen next Monday, February 1, 2021, and shared updated signage and procedures with the Board.

Hutchison shared information with the Board regarding a plaque to memorialize former Local History Specialist Phyllis Taylor, who passed away on December 3, 2020. A number of donations have been received by the library in Taylor's memory, and the Friends of the Library have offered to help pay for the plaque.

**NEW BUSINESS**

Hutchison informed the Board that the Children's Department would like to apply for a \$600.00 Summer Reading LSTA grant, to be used for Take & Make craft bags to be distributed at Van Buren Homes. If awarded the grant, they plan to use the funds to purchase the basic supplies needed to complete the craft kits, such as crayons, scissors, and glue, and work with the Child and Family Partner Staff at Van Buren Homes to reach a group of children who may not otherwise be able to participate in the activities.

**RESOLUTION 4-2021** – Moved by Masich, seconded by Leskanic, **to apply for a Summer Reading LSTA grant in the amount of \$600.00**, to be used for Take & Make craft kits. Ayes: Doll, Leskanic, Masich, McMullen and Miller. Nays: None. Resolution adopted.

Historically, the library has been closed on President's Day so that staff may attend Staff Development Day. Hutchison would like to reschedule the event for the fall, in the hopes that social distancing guidelines will have been relaxed by then.

**RESOLUTION 5-2021** – Moved by Doll, seconded by McMullen, **to reschedule Staff Development Day** from Monday, February 15, 2021 to Monday, October 11, 2021. Ayes: Doll, Leskanic, Masich, McMullen and Miller. Nays: None. Resolution adopted.

**Moved** by Masich, seconded by Doll, **to adjourn** the meeting at 7:37 p.m. Ayes: Doll, Leskanic, Masich, McMullen and Miller. Nays: None. Motion carried.

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Caroline Brindo, President

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Holly Miller, Secretary