

**Barberton Public Library  
Regular Meeting Board of Trustees, May 28, 2020**

Page 2395

**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

**MEMBERS EXCUSED**

Leon Ricks

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

This Board meeting was held virtually using Microsoft Teams. Participants were asked to state their names before speaking. Members of the public were given the opportunity to request an invitation by emailing Hutchison.

Hutchison reported that the Friends of the Library have cancelled the fundraiser luncheon that was scheduled in March. The majority of those who bought tickets donated the cost, raising \$550 for the Friends.

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

**LIBRARIAN'S REPORT**

**Circulation:** April 2020 circulation was 5,427, and was almost entirely eMedia. eMedia circulation from Overdrive and Libby was 5,270, up 15.21% from 2019. Patrons borrowed an additional 120 items via Hoopla. Wireless use, primarily from the library's parking lot, was 1,955.

**Programs & Publicity:** In April 2020, 1,313 people attended 33 virtual library programs. Adult attendance was up 383.9% from April 2019. Attendance at children's programming was down 11.2%, likely because families viewing story time videos could only be counted as one attendee. Hutchison shared a number of virtual programs that were presented in April, including Chair Yoga and Craft Connections, as well as a promotional video made by the Children's Department for Summer Reading Club.

**Donations:**

Betty Lilly - 90 books  
Jason "Zeke" Petrie (author) - Reach and Fall  
Anonymous - 63 Books & 1 DVD

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

**Other:** **Moved** by Doll, seconded by McMullen, **to accept the resignation of Yalonda Griffin**, effective May 27, 2020. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Motion carried.

**RESOLUTION 12-2020** **Moved** by Brindo, seconded by Leskanic, **to retain the legal services** of Bricker & Eckler for consultation regarding the upcoming levy. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Resolution adopted.

**RESOLUTION 13-2020** **Moved** by Brindo, seconded by McMullen, that as the State slowly reopens its many businesses, the Board finds it satisfactory to open the library retroactive to May 26 and in phases as outlined in the Pandemic Recovery Policy. In addition, as of May 26, the Board finds it necessary to remove employees from

**Barberton Public Library**  
**Regular Meeting Board of Trustees, May 28, 2020**

Page 2396

administrative leave and return them to their regularly scheduled hours. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Resolution adopted.

Hutchison informed the Board the library applied for and received a \$2,000.00 grant from the Barberton Community Foundation's Emergency Response Fund. The money is to be used for PPE, cleaning supplies, and other items related to the COVID-19 pandemic.

**RESOLUTION 14-2020** Moved by Brindo, seconded by McMullen, to apply for and accept a \$2,000.00 grant from the Barberton Community Foundation's Emergency Response Fund to be used for the purchase of supplies necessitated by the COVID-19 pandemic. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Resolution adopted.

**FISCAL OFFICER'S REPORT**

The Public Library Fund tax distribution for the month of May 2020 for the Barberton Public Library was \$65,498.08, approximately 65% of what was received in May 2019.

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

**RESOLUTION 15-2020** Moved by Brindo, seconded by McMullen, to accept the 2021 tax budget as presented. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Resolution adopted. See page 2398.

**RESOLUTION 16-2020** Brindo introduced the following resolution and moved its passage:

RESOLUTION REQUESTING THE SUMMIT COUNTY AUDITOR TO CERTIFY  
THE CURRENT TAX VALUATION OF THE BARBERTON PUBLIC LIBRARY  
SERVICE AREA, SUMMIT COUNTY, OHIO AND THE AMOUNT TO BE  
GENERATED DURING THE FIRST YEAR OF COLLECTION OF A RENEWAL  
TAX LEVY FOR CURRENT EXPENSES OF THE BARBERTON PUBLIC  
LIBRARY

(R.C. Sections 5705.03, 5705.23, 5705.25)  
Renewal Library Current Expense Levy

WHEREAS, this Board wishes to initiate proceedings for the submission to the electors of the Barberton Public Library service area (as defined by the State Library Board pursuant to Ohio Revised Code Section 3375.01, the "Library Service Area"), the question of a renewal tax levy for current expenses of the Library;

WHEREAS, the Library is currently levying a five (5) year, one and ninety-five hundredths (1.95) mill current expense levy (the "Original Levy") approved by the voters of the Library Service Area on May 5, 2015 and first placed on the tax list and duplicate in 2015 (for tax collection years 2016-2020);

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Barberton Public Library, Summit County, Ohio, two-thirds of all of the members appointed thereto concurring, that:

Section 1. The Summit County Auditor is hereby requested to certify the current tax valuation of the Library Service Area and the amount to be generated during the first year of collection of a renewal of all of the Original Levy at a rate not exceeding one and ninety-five hundredths (1.95) mills for each one dollar of valuation, which amounts to nineteen and one half cents (\$.195) for each one hundred dollars of valuation, for current expenses of the Library, for five (5) years, commencing in 2020, first due in calendar year 2021.

**Barberton Public Library**  
**Regular Meeting Board of Trustees, May 28, 2020**

Page 2397

Section 2. The Fiscal Officer of this Board is hereby authorized and directed to deliver a certified copy of this resolution to the Summit County Auditor for certification for the November 3, 2020 election. The question of renewing the Original Levy shall be submitted to the electors in the entire Library Service Area. All of the Library Service Area is in Summit County, Ohio.

Section 3. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Ohio Revised Code Section 121.22.

Leskanic seconded the motion. A roll call vote was taken and the results were Brindo – Aye, Doll – Aye, Leskanic – Aye, McMullen – Aye, Miller – Aye. Nays: None. Resolution adopted.

**COMMITTEE REPORTS**

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

**Personnel Committee:** No meeting held.

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

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

**COMMUNICATIONS AND CORRESPONDENCE**

**OLC Legislative Update:** Hutchison reported that OLC has been a tremendously helpful resource during the pandemic with legal advice, PPE information, and reopening plans.

**OLD BUSINESS** – Hutchison reported that phase one of the Pandemic Recovery Plan began on Tuesday, May 26, with staff returning to work and curbside service being offered to customers. Upon their return, all staff members met with Hutchison, who discussed expectations and rules for returning to work, and Reference Librarian Mary Kay Ball for PPE training. Hutchison does not yet have a target date for phase two, which will allow a limited number of patrons in the library's lobby only.

Hutchison reported that she and Cornelius had a phone meeting with Bricker & Eckler regarding the levy. Two resolutions will be required from the Board in relation to the levy, the first of which was passed this evening. At their June 25 meeting, the Board will be asked to vote on a resolution requesting that the Barberton City School District submit the question of a renewal tax levy to the electors of the school district.

**NEW BUSINESS** – None.

**Moved** by Brindo, seconded by Leskanic, **to adjourn** the meeting at 7:29 p.m.

---

Terri Masich, President

---

Jennifer Doll, Secretary

## Barberton Public Library 2021 Tax Budget

		ACTUAL	ACTUAL	CURRENT YEAR	BUDGET YEAR
		2018	2019	Estimated	Estimated
2020	2021				
<b>1000</b>	<b>General Revenue Fund</b>				
	Beginning Cash Fund Balance 1/1	882,703	994,189	1,141,247	1,099,747
	<b>REVENUES</b>				
	General Property Tax / RE	652,434	660,325	650,000	650,000
	Public Library Fund (PLF)	942,904	984,710	900,000	925,000
	Other Revenue	60,065	56,486	40,000	50,000
	<b>Total Revenue</b>	<b>1,655,403</b>	<b>1,701,521</b>	<b>1,590,000</b>	<b>1,625,000</b>
	<b>EXPENDITURES</b>				
	<b>Library Services</b>				
110	Public Service - Salaries & Benefits	1,006,527	1,049,543	1,130,000	1,163,900
110	Public Service & Programs - Other	11,445	13,588	12,500	15,700
120	Collection Development & Processing	191,713	181,861	174,000	196,000
	<b>Total Library Services</b>	<b>1,209,685</b>	<b>1,244,992</b>	<b>1,316,500</b>	<b>1,375,600</b>
	<b>Support Services</b>				
210	Facilities Operation & Maintenance	120,037	96,587	95,000	97,850
220	Information Services	92,179	102,521	110,000	113,300
230	Business Administration	74,830	65,812	80,000	82,400
	<b>Total Support Services</b>	<b>287,046</b>	<b>264,920</b>	<b>285,000</b>	<b>293,550</b>
	<b>Capital Outlay</b>	<b>47,186</b>	<b>44,551</b>	<b>30,000</b>	<b>50,000</b>
	<b>Contingencies</b>	-	-		
	<b>Total Expenditures</b>	<b>1,543,917</b>	<b>1,554,463</b>	<b>1,631,500</b>	<b>1,719,150</b>
	<b>Cash Flow from Operations</b>	<b>111,486</b>	<b>147,058</b>	<b>(41,500)</b>	<b>(94,150)</b>
	Transfers In/(Out)	-	-	-	-
	Revenue over/(under) Expenditures	111,486	147,058	(41,500)	(94,150)
	<b>Ending Cash Fund Balance</b>	<b>994,189</b>	<b>1,141,247</b>	<b>1,099,747</b>	<b>1,005,597</b>
	Less Encumbrances	-	-	-	-
	Ending Unencumbered Fund Balance 12/31	994,189	1,141,247	1,099,747	1,005,597
	<b>INACTIVE FUNDS BALANCE</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>
	<b>BANK BALANCE</b>	<b>294,189</b>	<b>441,247</b>	<b>399,747</b>	<b>305,597</b>
	<b>Capital Projects</b>				
<b>4001</b>	<b>Building &amp; Equipment</b>				
	Beginning Cash Fund Balance 1/1	8,748	1,597	1,597	
	Revenues				
	Expenditures	7,151	-	1,597	
	Transfers In/(Out)	-	-	-	
	Revenue over/(under) Expenditures	(7,151)	-	(1,597)	
	Ending Cash Fund Balance	1,597	1,597	-	
	Less Encumbrances				
	Ending Unencumbered Fund Balance 12/31	1,597	1,597	0	