

**Barberton Public Library**  
**Regular Board of Trustees Meeting, June 25, 2020**

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**MEMBERS PRESENT**

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**

Caroline Brindo  
Leon Ricks

President Masich called the meeting to order at 6:28 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 several Friends of the Library volunteers are working at the library again, and have requested that no more donations or discards be given to them at this time. There is now a shelf in the lobby with an ongoing sale for discarded items. It is unlikely that the Friends will hold their fall book sale this year.

**Moved** by Doll, seconded by Leskanic, **to accept the minutes** of the special and regular meetings held in May 2020. Ayes: Doll, Leskanic, McMullen, and Miller. Nays: None. Motion carried.

**LIBRARIAN'S REPORT**

**Circulation:** As expected due to COVID-19, circulation of library materials is down significantly. Year to date, 91,260 items have circulated, down 71% from 2019. Circulation of physical materials resumed when the library began curbside service on May 26, and 1,664 materials were borrowed in May. While other libraries reported dramatic increases in eMedia circulation during the pandemic, May's eMedia circulation was 5,104, up only 7.5% from May 2019. In May, the library's website was visited 1,264 times, 83 customers borrowed 183 titles through Hoopla, and new patron cards, mostly eCards, were issued to 76 individuals. Wi-Fi use was down 32%, but was used 2,517 times, primarily from outside.

**Programs & Publicity:** In May 2020, 1,050 people attended 35 virtual library programs, versus 453 attendees at 31 programs in May 2019. Year to date, adult attendance was up 354%. Attendance at children's programming continues to be low, likely because families, daycares, and other groups that view virtual programs together can only be counted as one attendee. Summer Reading Club is going well, and Barberton City Schools are using the library's SRC bingo sheet as their summer assignment for elementary students. The library now has a paid account with Zoom, which is being used to host several book clubs. Upcoming Children's and Tween programs of note include Whiz Bang Science, Enchanted Forest Virtual Escape Room, The Magic of Michael Mage, and Outback Ray. The Reference Department is accepting entries for their Barberton in 4 Seasons photography contest through July 15, and author talks are scheduled with Zeke Petrie and Terry Pluto. Following the success of last year's Potter Mania event, staff are planning virtual Harry Potter themed programming for July 29.

**Donations:**

Kiwanis Club of Barberton – 29 cloth face masks for staff  
Anonymous – 43 books

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

**Other:** Hutchison reported that Reference Services Manager Paula Wagner's six-month anniversary was in May.

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Statewide delivery of library materials is scheduled to resume on June 29, and customers will tentatively be able to place holds on CLEVNET materials beginning July 6.

NEO-RLS's salary survey has been delayed due to the COVID-19 pandemic, and is expected to resume in late winter or early spring of 2021.

At their May meeting, the Board approved the first phase of the library's Plan to Reopen, which consisted of curbside service beginning on May 26. Hutchison presented an updated Plan to Reopen and requested approval for the next phases. Phase two included lobby service and began on June 15, phase three allowed customer access to the main floor on June 22, and phase four will allow customer access to the Children's floor beginning on June 29. No date has yet been determined for phase five, which is the return to normal hours and services with unlimited customer access to the building.

**RESOLUTION 17-2020** Moved by Doll, seconded by Leskanic, to proceed with the second, third and fourth phases of the library's Plan to Reopen as outlined in the Pandemic Response Policy. Ayes: Doll, Leskanic, McMullen, and Miller. Nays: None. Resolution adopted.

Hutchison reported that the study of library materials conducted by Battelle found the virus undetectable after one day on the covers of hardback and softback books, as well as DVD cases. The virus was undetectable on the pages inside of a book and Mylar book jackets after three days. Barberton Library materials returned by customers are placed under UV lights for one hour, and then quarantined for at least 72 hours before being discharged and shelved.

Masich inquired how staff is enforcing patron limits in the building. Hutchison replied that staff members are scheduled for one-hour shifts in the lobby to greet customers and count as they enter and exit the building. The first hour of the day is reserved for vulnerable and at-risk customers, and unattended minors are not currently permitted in the building. Miller suggested taking advantage of the work program being offered by the County for counting customers and cleaning.

**RESOLUTION 18-2020** McMullen introduced the following resolution and moved its passage:

RESOLUTION REQUESTING THE BARBERTON CITY SCHOOL DISTRICT,  
SUMMIT COUNTY, OHIO TO SUBMIT TO THE ELECTORS OF THE BARBERTON  
PUBLIC LIBRARY SERVICE AREA THE QUESTION 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, the Summit County Auditor has certified that the above-referenced tax will generate \$657,823.00 during the first year of collection, based on the current tax valuation 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") of \$344,484,680.00;

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. It is hereby found, determined, declared and recited, that (a) the Library was established prior to September 4, 1947, by resolution passed by the Board of Education of the School District as a free public library to serve the School District; and (b) this Board wishes to initiate proceedings for the submission to the electors of the Library Service Area the question of a renewal tax levy for current expenses of the Library.

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Section 2. It is hereby found, determined and declared that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax list and duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Library, and it is necessary to levy a renewal tax in excess of such limitation for current expenses of the Library, such renewal tax levy to renew all of the five-year one and ninety-five hundredths (1.95) mill levy approved by the voters of Library Service Area on May 5, 2015.

Section 3. This Board hereby requests the Board of Education of the School District to pass a resolution under Ohio Revised Code Section 5705.23, and other applicable provisions of law to submit to the electors of the entire Library Service Area at an election to be held therein on November 3, 2020, the question of such renewal tax levy for current expenses of the Library. All of the Library Service Area is in Summit County, Ohio. The Library shall reimburse the School District for costs of the election as certified by the Board of Elections of Summit County.

Section 4. Such renewal tax levy shall be at a rate not exceeding 1.95 mills for each one dollar of valuation, which amounts to nineteen and one half cents (\$0.195) for each one hundred dollars of valuation, for five (5) years.

Section 5. Such renewal tax levy shall be placed upon the tax list and duplicate for 2020, commencing in 2020, first due in calendar year 2021, if a majority of the electors voting thereon vote in favor thereof.

Section 6. This Board finds, determines and declares that the levy of the tax, if approved by the electors, is necessary to the proper furnishing and rendering of free public library services in the Library Service Area and for the residents of the School District.

Section 7. The Fiscal Officer of this Board is hereby authorized and directed to deliver a certified copy of this resolution to the Board of Education of the School District.

Section 8. 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 Doll – Aye, Leskanic – Aye, Masich – Aye, McMullen – Aye, Miller – Aye. Nays: None. Resolution adopted.

Hutchison informed the Board that the City of Barberton has received a Community Development Block Grant to reimburse local businesses and non-profit organizations for expenses related to the COVID-19 pandemic. She would like to apply for reimbursement for a number of purchases, including PPE, laptops for virtual programming, books to be given away, and the library's Zoom account. Miller suggested requesting up to \$40,000.00.

**RESOLUTION 19-2020** Moved by Miller, seconded by Doll, **to apply for Community Development Block Grant funding from the City of Barberton**, to be used for the purchase of supplies necessitated by the COVID-19 pandemic. Ayes: Doll, Leskanic, McMullen, and Miller. Nays: None. Resolution adopted.

**FISCAL OFFICER'S REPORT**

The Public Library Fund tax distribution for the month of June 2020 for the Barberton Public Library was \$75,270.90, approximately \$14,000.00 less than June 2019.

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

**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:** None.

Hutchison shared responses from homebound patrons, who were very grateful for cards and correspondence sent from the Reference Department, as well a photo of a family enjoying library crafts and programming from the Children's Department.

**OLD BUSINESS**

Hutchison feels that not enough planning has yet been done for the levy in November. She would like to plan a levy retreat for the Board, and begin organizing a committee of staff, Board members, and community partners.

**NEW BUSINESS**

**RESOLUTION 20-2020** **Moved** by McMullen, seconded by Leskanic to request that the Barberton Board of Education **reappoint Jennifer Doll as Trustee** to a full term expiring June 30, 2027. Ayes: Doll, Leskanic, McMullen, and Miller. Nays: None. Resolution adopted.

**Moved** by Doll, seconded by McMullen, **to adjourn** the meeting at 7:26 p.m.

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Terri Masich, President

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Jennifer Doll, Secretary