

Barberton Public Library
Regular Meeting Board of Trustees, February 22, 2018

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MEMBERS PRESENT

Natalie Genet
Terri Masich
Heather McMullen
Christopher White

ALSO PRESENT

Julianne Bedel, Director
Melissa Futrell, Deputy Fiscal Officer

MEMBERS EXCUSED

Caroline Brindo
Jennifer Doll
Leon Ricks

President White called the meeting to order at 6:39 p.m.

Genet reported that the Friends of the Library have started planning for their spring sale, and are in the process of installing another little free library. She also noted that since being placed on the main floor of the library last August, their donation cart has received approximately \$170.

LIBRARIAN'S REPORT

Circulation: Bedel reported that January circulation was 26,492, which is 2.69% lower than January 2017. There were 12,112 AV circulations, a decrease of 3%, and 3,504 eMedia circulations, which is an increase of 30.8% over January 2017. Circulation of adult materials was up 1.59%, teen was up 7.59% and juvenile was down 20.73%, with the deficit being primarily in AV. Last month, 976 new items were added to the collection and 617 were withdrawn. 174 new patron cards were issued.

Bedel noted that the 2017 Department Overviews were included in this month's Board packets. White thanked the managers for their insights.

Bedel distributed and reviewed the library's 10-year Circulation Overview report.

McMullen entered the meeting at 6:47 PM.

Programs & Publicity: In January, the library presented 44 programs that were attended by 823 people. Of that total, 728 attended juvenile programs and 95 were at adult programs. Library staff made 55 outreach visits serving 840 individuals: 661 of those visited were juveniles, 156 were adults, and 23 were teenagers.

Donations: Bedel noted that going forward donation reports will include donations made within the calendar month, rather than in the time between Board meetings.

Barberton NAACP - \$10
Megan Gordon – 75 DVDs
Gary Undercoffer – 2 boxes of books

Friends of BPL - \$50, in memory of Jim Weigand
Anonymous – 133 books, 37 magazines

Moved by Masich, seconded by Genet **to accept the donations.** Ayes: Genet, Masich, McMullen and White.
Nays: None. Motion carried.

Moved by Masich, seconded by Genet **to accept the minutes** of the January 2018 meeting. Ayes: Genet, Masich, McMullen and White. Nays: None. Motion carried.

Other:

Moved by McMullen, seconded by Genet **to accept, with regret, the resignation of Dreama Gandee** effective March 16, 2018. Ayes: Genet, Masich, McMullen and White. Nays: None. Motion carried.

The Barberton Community Foundation considered our \$15,000 grant request to refurbish Teen Central, and have approved \$4,500 for the project. Julianne will present a plan for updating the space at the March committee meetings.

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The Children's Dept. has discarded their VHS collection.

The CLEVNET app was launched to the public on February 15, replacing the BookMyne app. The limited feedback we have received from the public has been positive.

Bedel distributed College Now's 2014 – 2017 Impact Report. To date, 1,760 individuals have received service at or through the Barberton site, and College Now has supported nine adult learners in Barberton through graduation.

McMullen inquired about the two people who had been locked in the library after closing last month. Bedel replied that, due to these oversights, staff are now being scheduled to work until fifteen minutes after the library closes to ensure that the building is thoroughly checked after the doors have been locked.

FISCAL OFFICER'S REPORT

The Public Library Fund tax distribution for the month of February for the Barberton Public Library was \$93,086.84, which was several thousand dollars more than projected.

Moved by Genet, seconded by Masich **to accept the financial report, bank reconciliations and bills paid for the month** of January 2018. Ayes: Genet, Masich, McMullen and White. Nays: None. Motion carried.

Bedel reviewed miscellaneous income reports from 2017. Gross sales of snacks and beverages from the vending machines was \$4,119.55, which made our annual commission \$617.93. The positive cash flow from our copiers and printers was \$10,803.99.

White requested that Bedel provide a summary of BPL's 2017 activity with Unique Management Services at the next meeting.

COMMITTEE REPORTS

White addressed the question of whether or not the Board needs to have regular committee meetings. While the Board Bylaws do not require a specific meeting schedule, Bedel recommended that the Board determine on a monthly basis if the committees will meet, depending on prospective agenda items. Doing so will help to avoid lengthy regular meetings and permit the trustees to seek additional information on topics as needed.

Building and Equipment Committee – No meeting was held this month.

Finance and Audit Committee – No meeting was held this month.

Personnel Committee – No meeting was held this month.

Summit County Library Trustees Council – No meeting was held this month.

COMMUNICATIONS AND CORRESPONDENCE

The Ohio Library Council Trustee Dinner is April 26 from 6:00 – 8:00 PM at the Galaxy Banquet Center in Wadsworth. As requested at the regular January meeting, Doll, Genet, McMullen, White and Bedel will be registered.

OLD BUSINESS – None

NEW BUSINESS – None

Moved by Masich, seconded by McMullen **to adjourn** the meeting at 7:22 PM.

Chris White, President

Natalie Genet, Secretary