

Barberton Public Library
Regular Meeting Board of Trustees, April 27, 2017

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MEMBERS PRESENT

Jennifer Doll
Natalie Genet
Heather McMullen
Leon Ricks
Christopher White

MEMBERS EXCUSED

Caroline Brindo
Terri Masich

ALSO PRESENT

Julianne Bedel, Director
Ken Cornelius, Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer
William Judge, Barberton City Mayor
Aaron McMullen
D. O'Brien
Cathy O'Brien
3 McMullen Children

President White called the meeting to order at 6:30 pm.

Barberton Mayor William Judge administered the oath of office to Heather McMullen.

"Do you solemnly affirm that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as a member of the Board of Trustees of the Barberton Public Library, Summit County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your term of office?" Her reply was "I will."

Heather McMullen

Mayor William Judge, Aaron McMullen, D. O'Brien, Cathy O'Brien and three McMullen children left the meeting at 6:35 pm.

Genet stated the Friends of the Library were continuing to work on their current projects.

Moved by Ricks, seconded by Doll **to accept the minutes** of the March 2017 regular meeting. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion carried.

LIBRARIAN'S REPORT

Circulation: Bedel reported March circulation of 28,702, which is 2.1% less than last March. This month includes 2401 eMedia downloads which is 5.0% less than the same month last year and AV circulation was 13,565, which is 5.1% lower than March of 2016. Circulation of adult materials was down 4.7%, teen was down 10.4% but juvenile was up 9.8%. Because they are changing locations, service to Head Start ended over spring break and will not begin again until fall.

1,1162 new items were added and 1510 items withdrawn. 201 new patron cards were issued. Several of the new patron cards were issued as e-Cards, which allows users to have access to digital resources such as eBooks, music, and databases without having to come down to the library with an ID.

Programs & Publicity: 1,023 individuals attended 55 library programs, an increase of 4.7% from last March. 861 attended juvenile programs, 147 attended adult programs, and 15 were at a teen program. 71 outreach trips were made reaching 1,047 individuals, with 738 being children. There were 2,290 patron interactions.

Founders' Day was held April 7 commemorating 114 years of library service in the community. All fines were waved for the day. We had drawings for two gift baskets. Candy and other treats were available at the Customer Services Dept. For the month of April, a history of the library is in the display case.

Donations:

Carl Edwards – 24 books
Friends of Barberton Public Library - \$798 (for purchase of tent for outdoor events)
Mary Ann Grace – 17 books
Magic City Kiwanis - \$200 (for adult Summer Reading Club prizes)
NAACP, Barberton Branch - \$10

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William Richards – Gift subscription to *Air & Space* Magazine
Rotary Club of Barberton - \$250 (for tween Summer Reading programs)
Benny Street – 3 books
Anonymous - \$100 (for adult Summer Reading Club prizes), 296 books, 88 magazines, 35 DVDs, & 4 video games.

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

Other:

Notice has been received that Neighborhood Development Services, Inc., DBA Nine Muses, has applied for a new D2 liquor permit. Under ORC 4303.14, this allows for wine and mixed beverages for on premises consumption or in original sealed containers for carryout only until 1:00 am. The library is 152 feet from the business. From an administrative perspective, Bedel had no objection.

Moved by Doll, seconded by Genet for Bedel to respond to the Division of Liquor Control with a “No Objection” for the permit requested by Neighborhood Development Services, Inc., DBA Nine Muses. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion carried.

In her will, Elizabeth V. Hackenberg designated Barberton Public Library as a 10% beneficiary of her estate. However, after probate, the executor/fiduciary, John S. Lecky indicated there will be no funds available to distribute.

On Saturday, October 14, 2017, from 6:00 pm to 8:30 pm, the Second Annual Discover Your Library fundraiser will be held. The library will close at 3:00 pm that night. A F2 alcohol permit will be secured for the event. The first volunteer planning meeting will be Tuesday, May 9 at 5:30 pm in the Board Room.

Children’s Dept. staff attended kindergarten registration days at BEW and BEE. Next Saturday, they will be doing an outreach event at the Health Kids Day at the YMCA. Bedel attended OLC Legislative Day and met with Senator Vernon Sykes to share information on the work the library does in the community.

Staff continuing education in March: Mary Kay Ball attended a State Library of Ohio workshop entitled “Online Ohio Health Information” and a NIH webinar “PubMed for Librarians.” Dia Thomas viewed a “Protecting Patron Privacy in Libraries” webinar as well as two Library Journal content preview webinars. Jennifer O’Neill attended a NEO-RLS online training entitled “That’s Already Encumbered.” Mary Eritano attended the Ohio Library Council’s Northeast Chapter Conference at KSU. Finally, Susanne Cogar attended a workshop entitled “Communicating Assertively” presented by NEO-RLS.

FISCAL OFFICER’S REPORT

The Public Library Fund tax distribution for the month of April for the Barberton Public Library was \$58,954.73.

Moved by Ricks, seconded by Genet **to accept the financial report, bank reconciliations and bills** paid for the month of March, 2017. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion carried.

Cornelius received the first quarter Barberton Community Foundation statement. The current balance is \$13,009.27 after expenses which included two distributions to the Library.

Cornelius reported the State Auditor had bid out our full audit to Perry and Associates out of Marietta, Ohio. Auditors were on-site this past Tuesday. They found two minor issues in the payment of bills. Overall they were exceptionally thrilled with the organization of the records. Checks in numerical order and the summary sheet of Board resolutions were pointed out as exceptional. The Auditors would like to refer other libraries to us for help in the organization of their records.

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COMMITTEE REPORTS

Building and Equipment Committee – No meeting held.

Finance and Audit Committee – No meeting held.

Personnel Committee – No meeting held.

Summit County Library Trustees Council – No meeting held

COMMUNICATIONS AND CORRESPONDENCE – None

OLD BUSINESS – Construction Update: The elevator floor indicator lights issue has been resolved. The exterior automatic door is scheduled for replacement on 4/28/17. The landscape credit will be determined after RFC and Mike Stamos inspect the condition of the property. The HVAC system installer is scheduled for a visit on Monday 5/1/17 to review the operation of the equipment and for training. The system currently does not appear to be operating properly.

NEW BUSINESS – None

Moved by Doll, seconded by Genet **to adjourn** the meeting at 7:30 pm.

Chris White, President

Natalie Genet, Secretary