

Barberton Public Library
Regular Meeting Board of Trustees, May 24, 2018

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MEMBERS PRESENT

Caroline Brindo
Natalie Genet
Terri Masich
Heather McMullen
Leon Ricks
Christopher White

ALSO PRESENT

Julianne Bedel, Director
Ken Cornelius, Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer

MEMBERS EXCUSED

Jennifer Doll

President White called the meeting to order at 6:37 pm.

Genet stated the Friends of the Library made about \$900.00 at the Cherry Blossom book sale. On June 2, a fundraiser will be held. Nicholas Ratay was awarded the FOL scholarship. The donation cart is going well and will have been established for a year in August. Bedel stated the Library has asked the FOL for \$6,000.00 for Pre-Kindergarten books to be used for outreach at Barberton City Schools..

Moved by Brindo, seconded by Masich **to accept the minutes** of the April, 2018 regular meeting. Ayes: Brindo, Genet, Masich, McMullen, and Ricks. Nays: None. Motion carried.

LIBRARIAN'S REPORT

Circulation: Bedel reported April circulation of 30,130 which is 14.4% higher than last year and includes automatic renewals. This month we had 13,562 AV circulations, which is 9% higher than last year and 3,753 eMedia downloads, which is 45.3% higher than the same month last year. In June, a core collection of 50 magazine titles will be available in Overdrive. Overall circulation of adult materials was up 12.5%, teen down 11.2% and juvenile up 11% compared to last April. 1,082 new items were added to the collection while 908 items were withdrawn. 152 new patron cards were issued.

Programs & Publicity: Publicity folder was passed around. 1,012 individuals attended 56 library programs in April. 814 of that total attended juvenile programs, 173 attended adult programs and 25 were at teen programs. 49 outreach trips were made reaching 960 individuals, 871 of those visited were juveniles, 67 were adults, and 22 were teens. 2,132 reference questions were answered. Volunteers and our intern contributed 106.5 hours.

Donations:

Barberton NAACP - \$10
Barberton Women's Club - \$40
Karen Koslowski – 2 bags of books
Janice Koster – Gift subscription to *Smithsonian* magazine
Andrew O'Connell – 6 novels
Papa John's Pizza – 10 large pizzas for Founder's Day
Anonymous - \$20, 3 audio books, 736 books, 40 DVD's, 23 magazines, 18 puzzles, & 20 VHS tapes

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

Other:

RESOLUTION 11-2018 **Moved** by Brindo, seconded by Masich to **hire Monica Haney** as a full time (regularly scheduled 35 hours per week) Librarian in the Children's Department at \$17.00 per hour effective May 21, 2018. Ayes: Brindo, Genet, Masich, McMullen, and Ricks. Nays: None. Motion resolved

Moved by McMullen, seconded by Genet **to accept, with regrets, the retirement notice of Rubina Lakic** effective June 30, 2018. Ayes: Brindo, Genet, Masich, McMullen, and Ricks. Nays: None. Motion carried.

RESOLUTION 12-2018 **Moved** by Genet, seconded by Ricks to reallocate Page hours in Customer Services into three (3) part-time positions regularly scheduled 15 hours per week effective July 1, 2018. Ayes: Brindo, Genet, Masich, McMullen, and Ricks. Nays: None. Motion resolved.

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Continuing Education:

Julianne Bedel - Effects of Medical Marijuana in the Workplace
Lisa Gilgenbach - Digital Early Literacy and New Media: Becoming media mentors for kids and parents
Melissa Futrell & Lisa Paridon - Bridges Out of Poverty
Jennifer O'Neill - Day for Technical Services (problem solving)
Sarah Hays - OGS Annual Conference (two days)
Sarah Hays - Using Sanborn Fire Maps for Genealogy and Family History (webinar)
Alison Huey - Marketing Digital Books to Kids & Teens (webinar)

FISCAL OFFICER'S REPORT

The Public Library Fund tax distribution for the month of May for the Barberton Public Library was \$83,751.11.

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

RESOLUTION 13-2018 **Moved** by Masich, seconded by Brindo **to accept the 2019 estimated tax budget** as presented. Ayes: Brindo, Genet, Masich, McMullen, and Ricks. Nays: None. Motion resolved. (See Page 2317)

Cornelius will provide a copy of the budget to the school board for their approval at their June meeting.

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 – Letters and thank you notes were distributed.

OLD BUSINESS – none

NEW BUSINESS – The Board accepted the resignation of Caroline Brindo as Trustee. June 7 at 5:30 pm was set as a date and time to review the applications for the new Trustee.

RESOLUTION 14-2018 **Moved** by Masich, seconded by McMullen **to request the Barberton Board of Education to reappoint Natalie Genet as Trustee** to a full term expiring June 30, 2025. Ayes: Brindo, Genet, Masich, McMullen and Ricks. Nays: None. Motion resolved.

Moved by Brindo, seconded by Masich **to adjourn** the meeting at 7:35 pm.

Chris White, President

Natalie Genet, Secretary

Barberton Public Library
2019 Tax Budget

		Levies Begin		CURRENT YEAR	BUDGET YEAR
		ACTUAL	ACTUAL	ESTIMATE	ESTIMATE
		2016	2017	2018	2019
1000	General Revenue Fund				
	Beginning Cash Fund Balance 1/1	788,699	729,584	882,703	951,503
	REVENUES				
	General Property Tax / RE	650,510	648,845	650,000	650,000
	Public Library Fund (PLF)	888,814	899,430	907,000	907,000
	Other Revenue	57,465	61,936	57,500	57,500
	Total Revenue	1,596,789	1,610,211	1,614,500	1,614,500
	EXPENDITURES				
	Library Services				
110	Public Service - Salaries & Benefits	962,215	980,631	1,010,000	1,045,000
110	Public Service & Programs - Other	14,707	12,144	15,700	15,700
120	Collection Development & Processing	189,078	189,592	190,000	192,000
	Total Library Services	1,166,000	1,182,367	1,215,700	1,252,700
	Support Services				
210	Facilities Operation & Maintenance	81,862	100,465	110,000	120,000
220	Information Services	87,485	84,893	90,000	92,000
230	Business Administration	73,242	71,219	80,000	82,000
	Total Support Services	242,589	256,577	280,000	294,000
	Capital Outlay	47,315	18,148	50,000	50,000
	Contingencies	-	-	-	-
	Total Expenditures	1,455,904	1,457,092	1,545,700	1,596,700
	Cash Flow from Operations	140,885	153,119	68,800	17,800
	Transfers In/(Out)	(200,000)	-	-	-
	Revenue over/(under) Expenditures	(59,115)	153,119	68,800	17,800
	Ending Cash Fund Balance	729,584	882,703	951,503	969,303
	Less Encumbrances	-	-	-	-
	Ending Unencumbered Fund Balance 12/31	729,584	882,703	951,503	969,303
	INACTIVE FUNDS		700,000	700,000	700,000
	ACTIVE CASH AVAILABLE	729,584	182,703	251,503	269,303
	Capital Projects				
4001	Building & Equipment				
	Beginning Cash Fund Balance 1/1	765,557	39,302	8,748	2,087
	Revenues	-	-	-	-
	Expenditures	926,255	30,554	6,661	2,000
	Transfers In/(Out)	200,000	-	-	-
	Revenue over/(under) Expenditures	(726,255)	(30,554)	(6,661)	(2,000)
	Ending Cash Fund Balance	39,302	8,748	2,087	87
	Less Encumbrances	-	-	-	-
	Ending Unencumbered Fund Balance 12/31	39,302	8,748	2,087	87