

Barberton Public Library
Regular Meeting Board of Trustees, May 23, 2019

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MEMBERS PRESENT

Jennifer Doll
Natalie Genet
Racyne Leskanic
Terri Masich
Heather McMullen
Leon Ricks
Christopher White

ALSO PRESENT

Ann Hutchison, Director
Ken Cornelius, Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer

President Masich called the meeting to order at 6:30 p.m.

Genet reported that the Friends of the Library have just over \$14,000 in their accounts, and made approximately \$60 at their first annual children's book sale. The 2019 Friends of the Library Scholarship has been awarded to Jacob Gruber. The FOL reviewed BPL's list of donation requests, and donated \$4,000 for the following items:

- Literature and magazine racks
- Speaker system for the Spillette Room
- Lightweight tables for Spillette Room
- Silhouette Cameo & accessories
- Button & magnet maker
- Additional Chair Yoga classes

Moved by Doll, seconded by McMullen **to accept the minutes** of the April 2019 regular meeting. Ayes: Doll, Genet, Leskanic, McMullen, Ricks, and White. Nays: None. Motion carried.

LIBRARIAN'S REPORT

Circulation: April 2019 circulation was 31,591, with nothing notable to report.

The library is now circulating Binge Boxes, which contain 4-5 films that share a common theme.

Programs & Publicity: The April publicity packet was distributed for review. Hutchison shared some of BPL's upcoming programs of note, as well as pictures from the Cherry Blossom Parade and the new format of the Enchanted Times.

Summer Reading Club for all ages starts June 3. The theme for 2019 is A Universe of Stories. BPL will have a building wide kickoff party on Wednesday June 5. Activities will include a selfie station, scavenger hunt, trivia contest, face painting and crafts.

Donations:

Akron Art Museum – 4 tickets for SRC prizes
Akron Children's Museum – 2 tickets, for SRC prizes
Barberton NAACP - \$10
Pam Barnes – 28 books
Chipotle – SRC prize coupons
Cleveland Museum of Natural History – 4 tickets, for SRC prizes
Durbin's Magic Freeze – SRC prize coupons
East of Chicago – SRC prize coupons

McDonald's – SRC prize coupons
Andrew O'Connell – 8 books
Ramseyer Farms- SRC prize coupons
William Richards – Gift Certificate to *Air & Space* magazine
Cat Russell – 1 book
Stuff Genie – SRC prize coupons
Mr. & Mrs. Mark Ziegler – 4 books
Anonymous – 287 books, 14 DVDs, 1 VHS tape

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

Other:

RESOLUTION 11-2019 **Moved** by White, seconded by Genet **to hire Glennis Siegfried** as a part time (regularly scheduled 20 hours per week) Library Assistant in the Customer Service's Department at \$10.00 per hour effective May 28, 2019. Ayes: Doll, Genet, Leskanic, McMullen, Ricks, and White. Nays: None. Resolution Adopted.

Moved by White, seconded by McMullen **to accept the resignation of Audra Kate McLean** effective June 6, 2019. Ayes: Doll, Genet, Leskanic, McMullen, Ricks, and White. Nays: None. Motion carried.

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RESOLUTION 12-2019 Moved by White, seconded by Genet to hire MacKenzie Milford as a part time (regularly scheduled 20 hours per week) Library Assistant in the Customer Service's Department at \$9.02 per hour effective June 24, 2019. Ayes: Doll, Genet, Leskanic, McMullen, Ricks, and White. Nays: None. Resolution Adopted.

FISCAL OFFICER'S REPORT

The Public Library Fund tax distribution for the month of May for the Barberton Public Library was \$101,447.96. Cornelius stated this was over \$15,000 more than anticipated, due to early income receipts and a vibrant economy. The State is estimating that future payments will continue to exceed budgeted amounts.

Cornelius has not yet contacted the Barberton Community Foundation regarding the percentage of our annual disbursement.

Cornelius distributed and reviewed the draft copy of BPL's audit, which will not be made available to the public until it has been approved by the State. The Board does not feel it is necessary to meet with the auditors at this time.

Moved by Ricks, seconded by Genet to accept the financial report, bank reconciliations and bills paid for the month of April 2019. Ayes: Doll, Genet, Leskanic, Masich, McMullen, and Ricks. Nays: None. Motion carried.

Cornelius distributed and reviewed the 2020 estimated tax budget.

RESOLUTION 13-2019 Moved by Ricks, seconded by Genet to accept the 2020 estimated tax budget as presented. Ayes: Doll, Genet, Leskanic, McMullen, Ricks, and White. Nays: None. Motion resolved. See page 2357.

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

Ken Masich, president of BPL's Political Action Committee, will attend the June Board Meeting to discuss the upcoming levy campaign.

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

OLD BUSINESS: None.

NEW BUSINESS: None.

Moved by Doll, seconded by McMullen to adjourn the meeting at 7:18 p.m.

Terri Masich, President

Jennifer Doll, Secretary

Barberton Public Library
2020 Tax Budget

				CURRENT YEAR	Levies Expires
				ESTIMATE	BUDGET YEAR
				2019	Estimated
				2017	2020
1000	General Revenue Fund				
	Beginning Cash Fund Balance 1/1	729,584	882,703	994,189	1,064,489
	REVENUES				
	General Property Tax / RE	648,845	652,434	650,000	650,000
	Public Library Fund (PLF)	899,430	942,904	950,000	950,000
	Other Revenue	61,936	60,065	60,000	60,000
	Total Revenue	1,610,211	1,655,403	1,660,000	1,660,000
	EXPENDITURES				
	Library Services				
110	Public Service - Salaries & Benefits	980,631	1,006,527	1,045,000	1,135,000
110	Public Service & Programs - Other	12,144	11,445	15,700	15,700
120	Collection Development & Processing	189,592	191,713	192,000	194,000
	Total Library Services	1,182,367	1,209,685	1,252,700	1,344,700
	Support Services				
210	Facilities Operation & Maintenance	100,465	120,037	120,000	130,000
220	Information Services	84,893	92,179	92,000	95,000
230	Business Administration	71,219	74,830	75,000	84,000
	Total Support Services	256,577	287,046	287,000	309,000
	Capital Outlay	18,148	47,186	50,000	50,000
	Contingencies	-	-	-	-
	Total Expenditures	1,457,092	1,543,917	1,589,700	1,703,700
	Cash Flow from Operations	153,119	111,486	70,300	(43,700)
	Transfers In/(Out)	-	-	-	-
	Revenue over/(under) Expenditures	153,119	111,486	70,300	(43,700)
	Ending Cash Fund Balance	882,703	994,189	1,064,489	1,020,789
	Less Encumbrances	-	-	-	-
	Ending Unencumbered Fund Balance 12/31	882,703	994,189	1,064,489	1,020,789
	INACTIVE FUNDS	700,000	700,000	700,000	700,000
	ACTIVE CASH AVAILABLE	182,703	294,189	364,489	320,789
	Capital Projects				
4001	Building & Equipment				
	Beginning Cash Fund Balance 1/1	39,302	8,748	1,597	
	Revenues	-	-	-	
	Expenditures	30,554	7,151	1,597	
	Transfers In/(Out)	-	-	-	
	Revenue over/(under) Expenditures	(30,554)	(7,151)	(1,597)	
	Ending Cash Fund Balance	8,748	1,597	-	
	Less Encumbrances	-	-	-	
	Ending Unencumbered Fund Balance 12/31	8,748	1,597	0	