

**Barberton Public Library**  
**Regular Meeting Board of Trustees, July 26, 2018**

**MEMBERS PRESENT**

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

**ALSO PRESENT**

Ken Cornelius, Fiscal Officer  
Melissa Futrell, Deputy Fiscal Officer  
Craig Megyes, Barberton City Council President  
Emma Hutchison, PR Associate  
Audra Kate McLean, Library Assistant  
Chris Probst, Library Assistant  
Marcia Nicholson, Library Assistant

**MEMBER EXCUSED**

Leon Ricks

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

McLean, Probst, and Nicholson left the meeting at 6:30 pm.

Barberton City Council President Megyes administered the oath of office to Genet.

*"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."

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Natalie Genet

Council President Megyes then administered the oath of office to Leskanic.

*"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."

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Racyne Leskanic

Council President Megyes left the meeting at 6:33 pm.

Genet gave an update for the Friends of the Library. FOL balance in all accounts of \$10,580.71. There will soon be a fundraiser jar at KAVE. On October 9, author Conrad Storad will be here for a fundraiser. The FOL is planning a book sale during the Mum Festival this fall.

**Moved** by Masich, seconded by Genet **to approve the minutes** of the June 28, 2018 Public Records Commission and the June 2018 regular meeting. Ayes: Doll, Genet, Leskanic, Masich, and McMullen. Nays: None. Motion carried.

Hutchison left the meeting at 6:35 pm.

**LIBRARIAN'S REPORT**

**Circulation:** Cornelius reported June circulation of 31,312 which is 11.3% higher than last June. YTD circulation is 3.6% higher than this time last year. This month includes 13,175 AV circulation, which is 8.2% higher than this month last year and includes 3,997 eMedia which is 45% higher than last June. Circulation of adult materials was up 8.5%, teen down 1.0% and juvenile up 7.0%. 939 new items were added and 2,007 items withdrawn. 248 new patron cards were issued.

**Programs & Publicity:** 1,192 individuals attended 42 library programs. 1,119 attended juvenile programs, 58 attended adult programs and 15 attended teen events. 31 outreach trips served 277 people. 200 of those visited were children, 75 were adults, and 2 were teens. Julianne met with AMHA staff to discuss additional outreach and special events at Crimson Terrace and Van Buren Homes. The Children's Department staff will follow up to schedule those activities.

**Barberton Public Library**  
**Regular Meeting Board of Trustees, July 26, 2018**

Page 2323

1952 questions were answered during the month. Volunteers and our intern contributed 176 hours of service. Sylvia Chris completed her practicum and reported that it was an extremely positive learning experience for her.

**Donations:**

Geraldine Alderman – B&W – Stirling photo (circa 1980), water tube boiler book  
Karen Alexander – One piece of Coventry Ware, yellow hanging basket with flowers  
Barberton NAACP - \$10  
Friends of the BPL - \$3,500 (to purchase books for preschool outreach)  
Susan Gordon – 48 books  
Sarah Granville – 13 books  
Magic City Kiwanis - \$600 (to purchase books for preschool outreach)  
Eric Martin – 82 books  
Sherry Miga - \$5  
Caroline Rafferty - \$20 (for bookplate in honor of Rubina Latic's retirement)  
Jenny Ray – Broadside War Demonstration of Seiberling Bridge Floats,  
American Red Cross memorabilia (circa 1938-39)  
Terry Ritter – 1,000 books  
Tuesday Study Club - \$120 (restricted to use in Local History)  
Anonymous – 1 art card, 333 books, 1 CD, 47 DVDs, & 194 magazines

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

**Other:**

**RESOLUTION 20-2018** – Motion by Genet second by Masich **to promote Alison Huey to Manager – Children's Services Department** (regularly scheduled 35 hours per week) at the rate of \$20.89 effective July 23, 2018. Ayes: Doll, Genet, Leskanic, Masich, and McMullen. Nays: None. Motion resolved.

1. The plan is for the Interim Director to offer the Children Services Librarian position to Sarah Massey at \$15.75 an hour. She is a recent graduate and works at the Summit County Library as a Public Service Assistant. A recommendation for the hiring of Ms. Massey written by Alison Huey was read to the Board.

2. **Continuing Education**

- Emma Hutchison - Marketing eMedia (Overdrive webinar)
- Jennifer O'Neill - Leading Libraries Strategies for all levels of Management (OLC conference)
- Dia Thomas – Overview of Libby, Marketing Your Digital Library to Older Adults (Overdrive webinars);  
Springtime D.I.Y.: New Crafts Titles in Print and Audio (Booklist webinar)
- Susanne Cogar - Emerging Tech Symposium (NEO-RLS conference).

3. **Community Engagement**

- Alison Huey taught at Safety Town
- Sarah Hays put together a local history showcase of items to display in the store windows of Summit Artspace on Tusc.
- Melissa Futrell attended a Bike Share meeting
- Julianne Bedel attended the quarterly meeting of Barberton Nonprofits
- Emma Hutchison attended a planning meeting for Labor Day events around Lake Anna.

4. All proposed work is completed in Teen Central. Susanne Cogar will be collecting usage statistics and will complete the final report to the BCF, which is due by November 2018. Expenditures in Teen Central totaled \$19,041 which includes a \$4,500 BCF grant, \$1,250 FOL donations, \$2,960 donations from the 2017 fundraiser, and \$10,331 from the library's budget. Estimate for replacing the mismatched carpet border from Shaw Contract came in at \$1,899.93. For now, the carpeting remains mismatched.

5. Painting and carpet installation in the College Now office is complete. The carpeting was donated by College Now as it was overage from a project at their Cleveland location.

6. Special thanks to Julianne Bedel for preparing the Director's notes for this report.

**Barberton Public Library**  
**Regular Meeting Board of Trustees, July 26, 2018**

Page 2324

**FISCAL OFFICER'S REPORT**

The Public Library Fund tax distribution for the month of July for the Barberton Public Library was \$90,179.71.

Cornelius reviewed the various revenue reports and how they interact with each other.

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

Cornelius reviewed the recent reappropriation. He also stated that with the recent hiring of new employees, there may be a need to reappropriate funds into the different insurance line items towards the end of the year.

**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** – none

**COMMUNICATIONS AND CORRESPONDENCE** – The legislature is working on HB 312 which defines the use and documentation of credit cards.

Senator Vernon Sykes presented the library with a framed resolution from the Ohio Senate honoring its one hundred fifteenth anniversary.

**OLD BUSINESS** – None

**NEW BUSINESS** - None

**Moved** by Masich, seconded by Genet **to move to executive session** to consider the appointment and compensation of an Interim Director at 7:06 pm. Roll call: Doll-aye, Genet-aye, Leskanic-aye, Masich-aye, McMullen-aye, and White-aye. Motion carried.

**Motion** by Doll, second by Genet **to end executive session** and return to regular meeting at 8:35 pm. Roll call: Doll-aye, Genet-aye, Leskanic-aye, Masich-aye, McMullen-aye, and White-aye. Motion carried.

**RESOLUTION 21-2018** – **Motion** by Doll, second by Masich **to appoint Ken Cornelius as Interim Director** (regularly scheduled 37.5 hours per week) at the rate of \$38.44 effective July 23, 2018 and continuing until a new Director is hired. Any unused vacation and comp time can be carried over into the new year. Ayes: Doll, Genet, Leskanic, Masich, and McMullen. Nays: None. Motion resolved.

**RESOLUTION 22-2018** – **Motion** by Masich, second by Doll **to transfer Melissa Futrell's** regularly scheduled 10 hours per week of Customer Service duties to 10 hours of Deputy Fiscal Office duties per week and for those hours to be compensated at her current Deputy Fiscal Officer rate of \$14.05 effective July 23, 2018. Ayes: Doll, Genet, Leskanic, Masich, and McMullen. Nays: None. Motion resolved.

**Moved** by Doll, seconded by Masich **to adjourn** the meeting at 8:45 pm.

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Chris White, President

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Natalie Genet, Secretary