

Barberton Public Library
Regular Board of Trustees Meeting, August 22, 2024

MEMBERS PRESENT

Jennifer Doll
James Leonard
C. Racyne Leskanic
Terri Masich
Heather McMullen

ALSO PRESENT

Joshua Brickner, Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer
Sarah Massey, Technical Services Manager

MEMBERS EXCUSED

Kenenth Cheatham
Holly Miller

President McMullen called the meeting to order at 6:34 p.m.

Moved by Masich, seconded by Leskanic, **to accept the minutes** of the July 2024 Board meeting. Ayes: Doll, Leonard, Leskanic, and Masich. Nays: None. Motion carried.

DIRECTOR'S REPORT

Circulation: Futrell reviewed the July 2024 statistics. There was an inquiry regarding circulation at Barberton Preschool; Futrell will investigate and provide an update at the September meeting.

Programs & Publicity: Futrell distributed the July 2024 publicity packet, and shared information about BPL's promotions for National Library Card Sign Up Month in September.

Donations:

Jerry & Barb DeAngelis: \$75.00, in memory of Terri Leporis
Friends of Barberton Public Library: \$1,000.00, to be used for BPL's participation in Magic Mayhem, the Labor Day parade, and Library Trick or Treat
John Leavitt Gard: Sun Rubber memorabilia, including cars and a replica doll head mold
Anthony & Lori Parks: First Baptist Church commemorative plate

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

Community Involvement: A summary of Library Director Ann Hutchinson's community involvement since the July Board meeting was included in the information packet sent to Trustees ahead of the meeting.

Department Update: Massey provided an update from the Technical Services Department, highlighting several new items available for checkout through the Library of Things collection, and answering several questions regarding the mobile hotspots that were recently added to the collection. She also shared information about book vendor Baker and Taylor's Sustainable Shelves program, which has earned BPL \$293.91 in statement credits in 2024.

Strategic Plan: Staff continue to familiarize themselves with ClickUp and are working to assign themselves tasks and update progress within the plan. Brickner plans to focus on donor development after the levy campaign has ended.

Other: BPL will participate in Barberton's Labor Day Parade on Monday, September 2, and has had a good response from staff and Board members for participation.

FISCAL OFFICER'S REPORT

The Public Library Fund tax distribution for July 2024 for the Barberton Public Library was \$105,208.61.

Brickner reviewed the financial reports, bank reconciliations, reappropriations, and bills paid for the month of July 2024, highlighting income received from the August property tax settlement from the Summit County Fiscal Office, as well as a breakdown of interest earned versus fees paid for the Library's checking account.

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Moved by Leskanic, seconded by Leonard, **to accept the financial report, bank reconciliations, reappropriations, and bills** paid for the month of July 2024. Ayes: Doll, Leonard, Leskanic, and Masich. Nays: None. Motion carried.

COMMITTEE REPORTS

Building and Equipment Committee: A meeting was held on August 22 at 5:30 p.m.

Finance and Audit Committee: No meeting was held.

Personnel Committee: A meeting was held on August 22 at 5:30 p.m.

RESOLUTION 25-2024 - Moved by Masich, seconded by Doll, **to add a Substitute Library Assistant position in the Children’s Services Department**, effective August 12, 2024. Ayes: Doll, Leonard, Leskanic, and Masich. Nays: None. Resolution adopted.

RESOLUTION 26-2024 - Moved by Doll, seconded by Leonard, **to transfer Robin Storad to Substitute Library Assistant in the Children’s Services Department** at \$16.89 per hour, effective August 12, 2024. Ayes: Doll, Leonard, Leskanic, and Masich. Nays: None. Resolution adopted.

RESOLUTION 27-2024 - Moved by Masich, seconded by Doll, **to transfer Lauren Planitzer to full-time Library Assistant in the Technical Services Department**, regularly scheduled for 35 hours per week at \$14.98 per hour, effective August 26, 2024. Ayes: Doll, Leonard, Leskanic, and Masich. Nays: None. Resolution adopted.

Summit County Library Trustees Council: No meeting was held.

COMMUNICATIONS AND CORRESPONDENCE

OLC Legislative Update: Brickner, Futrell, and Leonard, along with Hutchison and Public Relations and Marketing Associate Chloe Zofchak, attended a Legislative breakfast for Summit County library administration, trustees, and Friends hosted by the Akron Summit County Public Library on Tuesday, August 20, 2024. State Representatives Jack Daniels and Veronica Sims attended the event, and Representative Daniels commended BPL’s RISE Above Suspension collaboration with the Barberton City School District, which Hutchison highlighted in her portion of the presentation.

Community Correspondence: None.

OLD BUSINESS

Brickner shared that Allied Universal Security Services has selected a candidate for BPL’s Security Officer, who is expected to start on September 3, 2024.

Brickner informed the Board that the Ohio History Connection and the Auditor of State have approved the Library’s Records Retention Schedule (RC-2).

NEW BUSINESS

Futrell presented the Board with a draft of the Library’s 2025 Operating Calendar.

RESOLUTION 28-2024 - Moved by Masich, seconded by Doll, **to approve the 2025 Library Operating Calendar** as presented. Ayes: Doll, Leonard, Leskanic, and Masich. Nays: None. Resolution adopted.

Moved by McMullen, seconded by Leonard, to move to executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee or official at 7:11 p.m. Roll call: Doll, aye; Leonard, aye; Leskanic, aye; Masich aye; McMullen, aye. Brickner, Futrell, and Massey left the meeting. Brickner returned to the meeting at 7:26 p.m. The meeting returned to regular session and Futrell and Massey returned at 7:28 p.m.

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Moved by Masich, seconded by Doll, **to adjourn** the meeting at 7:28 p.m. Ayes: Doll, Leonard, Leskanic, and Masich.
Nays: None. Motion carried.

Heather McMullen, President

Terri Masich, Trustee