

Barberton Public Library
Regular Meeting Board of Trustees, October 24, 2019

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MEMBERS PRESENT

Jennifer Doll
Terri Masich
Heather McMullen
Leon Ricks
Christopher White

ALSO PRESENT

Ann Hutchison, Director
Melissa Futrell, Deputy Fiscal Officer

MEMBERS EXCUSED

C. Racyne Leskanic

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

Hutchison reported that the Friends of the Library made \$2,400.00 from the Mum Festival book sale and 2020 membership dues. Their total balance in checking and savings is \$13,963.97. Hutchison submitted a request for \$3,000.00 for new computer monitors and \$140.00 for the rental of a Pete the Cat costume. The Friends have formed an Audit Committee and plan to get a debit card. They also plan to purchase a notebook computer and printer for bookkeeping purposes. The Scholarship Committee wants to add a second \$1,000.00 scholarship for a student entering technical school. The Board requested that Hutchison draft a letter advising the FOL that they strongly disagree with awarding scholarships to students who are not affiliated with the Library. If the Friends would like to continue to offer a scholarship, the Board believes it should provide a direct benefit to the library, either by providing funding for staff to attend conferences or by offering a scholarship to staff who are enrolled in the MLIS program at Kent State.

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

LIBRARIAN'S REPORT

Circulation: Hutchison reported that September 2019 circulation was 29,750, down .74% from September 2018, but up 5.86% year to date. Audiovisual materials continue to account for approximately 40% of the library's overall circulation. In September, 970 items were added to the collection, while 894 were withdrawn.

Donations and withdrawn materials are given to the Friends of the Library for their book sales. If the materials do not sell within an allotted period, they are recycled. Facilities Services Assistant John Jenney noticed that many of the materials being recycled were in very good condition, and he and Facilities Services Manager Will Swigart have arranged to take them to area nursing homes. The Board wishes to thank Jenney and Swigart for their commitment to serving the community.

Programs and Publicity: Hutchison reported that the Barberton Herald published an article on Banned Books Week that featured the library's promotions and displays for the event. Upcoming library programs include a building-wide Halloween party on October 31, local author Zac Jackson on November 5, The University of Akron's a cappella choir Rhythm and Roos on November 17, and Prohibition in Barberton on November 20.

Donations:

Barberton NAACP - \$10
Forever Young Seniors Group - \$50
Friends of the Barberton Public Library - \$50, In
memory of Ann Goode
Cathy Romig - 99 books

Linda Thoricht - 10 books
Daniel Wyant - 7 books
Anonymous - 4 Audio Books, 773 Books, 25 DVDs,
52 Magazines, 54 Records, \$1.20

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

Other: Hutchison and Reference Librarian Dia Thomas met with the United Way's Financial Empowerment Center, who now have an office in Barberton. On November 18, they will present a Personal Finance Workshop at BPL, and hope to offer more workshops in the future.

Hutchison has begun attending monthly Barberton Non-Profit Coalition meetings, which are held at the library.

FISCAL OFFICER'S REPORT

The Public Library Fund tax distribution for the month of October for the Barberton Public Library was \$80,752.22.

A review of the financial reports was given by Hutchison.

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

RESOLUTION 23-2019 – **Moved** by Doll, seconded by McMullen **to accept the amounts and rates** as determined by the Summit County Budget Commission for collection year 2020 and authorizing the necessary tax levies and certifying them to the Summit County Fiscal Officer. Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

RESOLUTION 24-2019 – McMullen moved the adoption of the following:

A RESOLUTION AUTHORIZING AND REQUESTING THE ADVANCEMENT OF LOCAL TAXES FROM THE SUMMIT COUNTY FISCAL OFFICER FOR THE TAX YEAR 2019 PAYABLE IN 2018 IN ACCORDANCE WITH ORC SECTION 321.34, AND DECLARING AN EMERGENCY

WHEREAS, the Section 321.34 of the Ohio Revised Code states that all local governments must file a Resolution with the county Fiscal Office each year in order to receive advance payment of local taxes;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Barberton Public Library, County of Summit and State of Ohio:

SECTION 1. That the Board of Trustees of the Barberton Public Library hereby authorizes the advance of local taxes by the County Fiscal Officer for the 2019 tax year, payable in 2020, to the extent appropriate and feasible.

SECTION 2. That it is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements.

SECTION 3. That the Fiscal Officer of the library is authorized and directed to forward a certified copy of this resolution to the Fiscal Officer of Summit County, Ohio.

SECTION 4. That this resolution is hereby declared to be an emergency measure necessary for the on-going operations of the public library for the reason that the Barberton Public Library is dependent on the advancement of tax funds to balance its budget in 2020, and, this action shall take effect upon its adoption by the Trustees, otherwise at the earliest period allowed by law.

Ricks seconded the Resolution. The vote for its adoption resulted as follows: Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

Futrell reviewed the library's 2020 health and dental insurance costs.

RESOLUTION 25-2019 – **Moved** by Doll, seconded by McMullen for the library **to offer group health care plan Anthem Blue Access Option 52 with Rx Option 7 (Traditional Plan)** to those employees who are eligible to participate for the renewal term January 1, 2020 through December 31, 2020. Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

RESOLUTION 26-2019 – **Moved** by Doll, seconded by McMullen, for the library **to offer group health care plan Lumenos Health Savings Account Option 51 with Rx Option 9** to those employees who are eligible to participate for the renewal term January 1, 2020 through December 31, 2020. Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

RESOLUTION 27-2019 – **Moved** by McMullen, seconded by Ricks for the library **to offer group dental care plan Anthem Dental Essential Choice Ohio Plan 1** to those employees who are eligible to participate for the renewal term January 1, 2020 through December 31, 2020. Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

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Hutchison presented the Board with Swigart's recommendation for a replacement LED sign for the library's front lawn.

RESOLUTION 28-2019 – Moved by White, seconded by Doll, to purchase a LED sign from TV Liquidators at a cost not to exceed \$6,000.00. Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

Hutchison and Fiscal Officer Ken Cornelius met with Bryan Palitto of Palitto Consulting, the IT firm that the library employs. The company usually assists businesses on larger projects, rather than sending a consultant for day-to-day issues as they do with BPL, and our hourly rate will be raised from \$85.00 to \$90.00 in 2020. Hutchison feels that the library would benefit from hiring a part-time IT associate, and the Board would like to consider this further before signing a contract with Palitto for 2020.

Suzanne Allen, Executive Director of the Barberton Community Foundation, will attend a future meeting when Cornelius is able to be present.

COMMITTEE REPORTS

Summit County Library Trustees Council

RESOLUTION 29-2019 – Moved by White, seconded by McMullen to accept the Blasingame Formula percentage as proposed by the Summit County Library Trustees Council for the year 2020, which allows the Barberton Public Library a 5.12240% allocation of the PLF in Summit County. Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

Building and Equipment Committee – No meeting held.

Finance and Audit Committee – No meeting held.

Personnel Committee – No meeting held.

RESOLUTION 30-2019 Moved by Doll, seconded by Ricks to hire Paula Wagner as full-time, regularly scheduled 35 hours per week, Reference Services Manager in the Reference Services Department at \$25.78 per hour, effective November 11, 2019. Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

COMMUNICATIONS AND CORRESPONDENCE

OLC Legislative Update: The Ohio Library Council will present a Ballot Issues Workshop on November 21 in Columbus. Ann attended the workshop in May and feels it would be beneficial to the library for Board members to attend as well.

Jay Smith has been appointed the OLC's new Director of Government and Legal Services.

Community Correspondence: Hutchison and Children's Services Manager Alison Huey received thank you emails from the Friends of the Library for presenting at their October meeting. Hutchison also received a thank you note from Patricia Warner on behalf of the Friends.

Hutchison received a phone call from Barberton City Schools' Intervention Specialist Sandra DeMarino praising Children's Librarian Lisa Gilgenbach for the being an asset to the schools and how well she represents BPL. Hutchison would like to thank the Board for increasing Gilgenbach's hours.

OLD BUSINESS

RESOLUTION 31-2019 Moved by White, seconded by Doll, to request the Barberton Board of Education to appoint Caroline Brindo to the Barberton Public Library Board of Trustees to fulfil the unexpired term ending June 30, 2025. Ayes: Doll, McMullen, Ricks and White. Nays: None. Resolution adopted.

Hutchison presented the Board with a list of fine-free libraries in Ohio. She will gather additional information on the topic for November's meeting.

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NEW BUSINESS

Hutchison requested permission to apply for the library to become a passport agent, which the Board granted.

Hutchison met with Christine Marshall from The Summit and Medina Local Workforce Area Council of Governments and Ohio Means Jobs, who are collaborating with local libraries to aid workforce development. They will promote our resources at the OMJ location on Tallmadge Avenue.

Hutchison attended a meeting with conxesNEO and other key players in the communities of Barberton and Akron regarding the formation of Opportunity Greater Akron – Good Jobs Neighborhood Roadshow. Helping the new Amazon facility on Romig Road fill jobs is part of the group’s mission, but they are also working to ensure that local businesses do not lose employees to Amazon.

PPG contacted Hutchison with an offer to help write a grant application focused on either STEM or workforce development. She has also spoken with a college student who needs to write grants to fulfill class requirements. Hutchison feels that a grant to help fund a mobile computer lab would be beneficial to the library.

Moved by Doll, seconded by McMullen **to adjourn** the meeting at 7:59 p.m.

Terri Masich, President

Jennifer Doll, Secretary