

Barberton Public Library
Regular Meeting Board of Trustees, November 15, 2018

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MEMBERS PRESENT

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

ALSO PRESENT

Ken Cornelius, Interim Director / Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer
Janet Ehrich, Incoming FOL President
Carol Rafferty, Current FOL President

MEMBERS ABSENT

Leon Ricks

President White called the meeting to order at 6:26 p.m.

Carol Rafferty and Janet Ehrich introduced themselves as members of the Friends of the Library. Rafferty explained the purpose of the Friends as well as their funding mechanism. She stated that the Friends would like to develop a closer relationship with the Board of Trustees, and that they are looking forward to receiving a list of library projects that could benefit from FOL funding.

Rafferty and Ehrich left the meeting at 6:45 p.m.

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

LIBRARIAN'S REPORT

Circulation: Cornelius reported October 2018 circulation was 36,021, which is 32.8% higher than last October. AV circulation was 15,234, an increase of 31.4% from last year. There were 4,293 eMedia downloads, which is 29.7% higher than last October. Circulation of adult materials was up 31.2%, teen was up 38.2%, and juvenile was up 36.8%. There were 1,429 new items added to the collection and 202 items withdrawn. New patron cards were issued to 181 individuals.

Programs & Publicity: The October publicity packet was distributed for review. Last month, 790 individuals attended 46 library programs. Of that total, 706 attended juvenile programs, 54 attended adult programs, and 30 attended a teen program. Staff made 49 outreach trips, reaching 1230 individuals. Of those visited, 1042 were juveniles and 188 were adults. There were 2,703 patron interactions and 53.25 volunteer hours.

Donations:

Richard Crislip – Aerial photo of Barberton, circa WWII
John Freeman – 9 DVDs
Kelly Fuller - \$50
Mary Ann Grace – 100 books
Diane Maag – 2 Barberton High School diplomas
Donna Obenauer – 3 Edgewood Garden Club scrapbooks
Dan Reinhart – 100 CDs
Conrad Storad, Jr. – 20 books (in memory of Conrad Storad, Sr.)
Anonymous – \$10, 546 books, 100 CDs, 9 magazines, 5 puzzles

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

Other: Engraved book spines have been placed in the donor wall.

Facility Services Manager Jim Eritano is scheduled to retire on January 31, 2019, per the OPERS website, but the library has not received notification in writing as of yet. White stated that it might be difficult to hire a replacement in the current market, and requested that Eritano provide the library with official notification of his retirement as soon as possible so that the position may be posted in a timely manner.

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Community Engagement: None

Staff Continuing Education: On Wednesday, November 14, Jim Eritano attended An Inside Look at Public Library Security and Electrical Systems, a seminar hosted by the Ohio Library Council, in Columbus.

FISCAL OFFICER'S REPORT

The Public Library Fund tax distribution for the month of November was \$79,334.21.

Cornelius reviewed the financial reports.

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

RESOLUTION 32-2018 - **Moved** by Genet, seconded by Doll **to allow a 3% cost of living wage increase** beginning with the pay period that includes January 1, 2019 for all employees employed by the library as of December 1, 2018, including those above their salary ranges. Ayes: Doll, Genet, Leskanić, Masich, and McMullen. Nays: None. Resolution adopted.

RESOLUTION 33-2018 – **Moved** by Masich, 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, 2019 through December 31, 2019. Ayes: Doll, Genet, Leskanić, Masich, and McMullen. Nays: None. Resolution adopted.

RESOLUTION 34-2018 – **Moved** by Doll, seconded by Leskanić 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, 2019 through December 31, 2019. Ayes: Doll, Genet, Leskanić, Masich, and McMullen. Nays: None. Resolution adopted.

RESOLUTION 35-2018 – **Moved** by McMullen, seconded by Masich 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, 2019 through December 31, 2019. The employee will pay the entire cost of this plan. Ayes: Doll, Genet, Leskanić, Masich, and McMullen. Nays: None. Resolution adopted.

RESOLUTION 36-2018 – **Moved** by Doll, seconded by Genet for the library **to offer group vision care plan Anthem Blue View Vision Option 26** to those employees who are eligible to participate for the renewal term January 1, 2019 through December 31, 2019. A majority of eligible employees must participate to initiate this benefit. The employee will pay the entire cost of this plan. Ayes: Doll, Genet, Leskanić, Masich, and McMullen. Nays: None. Resolution adopted.

The 2019 temporary appropriation budget will be discussed at the December meeting with action to be taken then.

McMullen inquired about the staffing of security officers. Cornelius stated that since changing their shifts to start at 3:00 p.m. the library is obtaining about 85% coverage, as opposed to roughly 40% at the 4:00 p.m. starting time.

Masich commented on the installation of the sharps containers and asked how often they are checked. Cornelius stated that they should be checked on daily basis since restrooms are cleaned every day.

COMMITTEE REPORTS

Personnel Committee: No meeting held.

Building and Equipment Committee: No meeting held.

Finance and Audit Committee: A summary of the meeting held November 15 was presented by Cornelius during the Fiscal Officer's Report.

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Summit County Library Trustees Council: No meeting held.

COMMUNICATIONS AND CORRESPONDENCE – Voters approved 24 of the 25 public library issues on local ballots in the November 6 General Election, including two new levies, 15 renewals, three renewals with additions, and four replacement levies.

OLD BUSINESS – The library has not received any written notice from the hospital as far as their course of action concerning our branch location. Cornelius will try to meet with Dr. Hughes soon.

Flooring above the vestibule should be finished on Monday.

NEW BUSINESS – Cornelius announced the Christmas Party is scheduled for Friday, December 14 at 6:00 p.m.

Board members and their families were invited to help with the library's holiday decorating on Monday, November 19 at 6:00 p.m.

Moved by Masich, seconded by Leskanic **to adjourn** the meeting at 7:11 p.m.

Chris White, President

Natalie Genet, Secretary