

Barberton Public Library
Regular Meeting Board of Trustees, December 19, 2019

MEMBERS PRESENT

Caroline Brindo
Jennifer Doll
C. Racyne Leskanic
Terri Masich
Heather McMullen

ALSO PRESENT

Ann Hutchison, Director
Melissa Futrell, Deputy Fiscal Officer

MEMBERS EXCUSED

Leon Ricks

President Masich called the meeting to order at 6:39 p.m.

Hutchison stated the Friends of the Library did not meet in December. Regular meetings will resume in January.

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

LIBRARIAN'S REPORT

Circulation: Hutchison reported that November 2019 circulation was 24,450, which is approximately 12% lower than last November. Year to date, circulation is 344,870, which is almost 3% higher than 2018. AV circulation was down 5%, but accounts for almost 40% of the library's circulation. eMedia circulation is up overall from 2018, with a 39% increase in teen and a 30% increase in juvenile. Year-to-date, the door count is 127,088, and November was up 15% from last year. Last month, 821 individuals attended 42 library programs, and an additional 1,172 people were served during 48 outreach trips. Staff answered 2,380 reference questions, and there were 589 new items added to the collection, while 1965 were withdrawn.

Programs & Publicity: The library's Christmas Walk activities included live music courtesy of former staff member Audra Kate McLean, children's crafts and face painting, all of which were well attended. Staff also served free hot chocolate in the lobby, and ran out before the end of the event. The Barberton Community Foundation has offered to sponsor the hot chocolate next year. Hutchison feels that the door count from that evening is not accurate, and plans to count attendance manually at large events going forward.

The Heavy Metal Brass Trio concert on December 7 was featured on the front page of the Barberton Herald's December 5 edition, and 51 people attended the event.

The Jedi Training program on December 17 was very well attended and received. One of the members of the 501st Legion, who attended the program in Star Wars costumes, shared the following with Reference Services Manager Paula Wagner: "I want to give you great feedback for your event at the library. I've been to many Star Wars events at many different libraries including Hudson and yours by far was the most engaging, fun, and well attended. I think you're advertising for it probably helped the most - I don't think other libraries are quite so good at that. I think your kiosk with an electronic message also helps. You just had some of the best all around the library events that were much fun and you were very techy savvy. I'm very impressed."

Upcoming programs of note include Joe the Coupon Guy on January 14 and Pete the Cat's Perfect Pizza Party on January 15. The Friends of the Library donated money to be used for the shipping cost of a Pete the Cat costume for the event, which will also be used for outreach and school visits throughout the week.

Donations:

Patty Baltic - 37 books
Barberton NAACP - \$10.00
Friends of the Barberton Public Library - \$140.00, to be used for a Pete the Cat costume rental; \$1,500.00, to reimburse BPL for computer monitor purchase

Julie Long - 15 books
Magic City's Remarkable Diner - \$29.79
Jane Webb - 100 books
Anonymous - 185 books, 47 CDs, 48 DVDs, 16 magazines

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

Barberton Public Library
Regular Meeting Board of Trustees, December 19, 2019

Other: Moved by Doll, seconded by Leskanic, **to accept the resignation of Susanne Nirschl Cogar** effective December 16, 2020. Ayes: Brindo, Doll, Leskanic and McMullen. Nays: None. Motion carried.

Wagner presented a well-received program at NEO-RLS’s Adult Programming Palooza at the Stow-Monroe Falls Public Library on December 12. Local History Librarian Sarah Hays presented a segment based on fairies and mythical creatures at the same event.

The library plans to join NEO-RLS in 2020. Membership includes a drastic savings in the cost of continuing education, as well as for the results of the Salary Survey that NEO is conducting in 2020.

FISCAL OFFICER’S REPORT

The Barberton Public Library has not yet received the Public Library Fund tax distribution for the month of December.

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

Futrell presented the Board with several re-appropriations that were made to fund unexpected expenses for legal advice concerning an employee and children’s supplies.

Futrell informed the Board that the Internal Revenue Service had not yet released their standard mileage reimbursement rate for 2020. A resolution to allow for the reimbursement of approved library use for a vehicle will be on January’s agenda.

Futrell informed the Board that the state minimum wage would increase to \$8.70 per hour effective January 1, 2020.

RESOLUTION 36-2019 - Moved by Doll, seconded by Leskanic, **to increase the minimum starting wage of the Page position from \$8.55 to \$8.70 per hour** effective January 1, 2020. Ayes: Brindo, Doll, Leskanic, and McMullen. Nays: None. Resolution adopted.

RESOLUTION 37-2019 - Moved by Brindo, seconded by McMullen, **to adopt the 2020 temporary estimated revenue and appropriation budget** of \$1,905,900.00 as follows:

REVENUES			
	General Revenue Fund		
	General Property Tax / RE	581,000.00	651,000.00
	Homestead Rollback (PT Allocation)	70,000.00	
	Public Library Fund (PLF)		994,900.00
	Other Income		60,000.00
	Total Revenue		1,705,900.00
	Estimated Carryover of Unencumbered General Fund Balances		600,000.00
	TOTAL Revenue + Unencumbered Balance Carryover		2,305,900.00
		Less Inactive Funds	400,000.00
	Funds to be Appropriated in General Fund		1,905,900.00

**Barberton Public Library
Regular Meeting Board of Trustees, December 19, 2019**

EXPENDITURES			
	100	Library Services	\$ 1,351,250.00
	200	Support Services	390,100.00
	760	Capital Outlay	120,000.00
	910	Transfers	100,000.00
	930	Contingencies	30,000.00
		Total General Fund Expenditures	\$ 1,991,350.00
		Capital Projects	1,595.80
	4001	Building & Equipment	1,595.80
		Total All Expenditures	\$ 1,992,945.80

Ayes: Brindo, Doll, Leskanic, and McMullen. Nays: None. Motion resolved.

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

OLC Legislative Update: On December 11, the OLC testified against House Bill 76, which would change the required language and resolutions to place an issue on the ballot. The proposed changes are intended to allow voters to better understand the effects a proposed levy will have on their property taxes. However, the OLC, along with schools and other local government organizations, believe the changes in HB 76 will actually cause confusion and misunderstanding by voters. Governor DeWine has also warned that it has the potential to cause confusion rather than clarity.

The OLC will host a New Trustee Workshop on March 7, and the Trustee Dinner is April 9 at the Holiday Inn in Independence.

Community Correspondence: Hutchison shared two thank you notes from homebound patrons.

OLD BUSINESS

The Barberton Community Foundation awarded BPL two grants, \$10,600.00 for eSports and \$875.00 for equipment to start a makerspace in the Children' Department.

RESOLUTION 38-2019 - Moved by Brindo, seconded by Doll, to **request the Barberton Board of Education to appoint Holly Miller** to the Barberton Public Library Board of Trustees to fulfil the unexpired term ending June 30, 2023. Ayes: Brindo, Doll, Leskanic and McMullen. Nays: None. Resolution adopted.

Barberton Public Library
Regular Meeting Board of Trustees, December 19, 2019

Page 2380

NEW BUSINESS

Hutchison met with Patrick Hickey of Love Insurance, who provides BPL's liability insurance. In 2019, our policy included Malicious Act Coverage at no additional cost. If the library wishes to continue the coverage in 2020, the annual premium will increase by \$393.00. The Board feels that continuing the coverage would be the best course of action at this time.

Moved by Brindo, seconded by Doll, to adjourn the meeting at 7:31 p.m.

Terri Masich, President

Jennifer Doll, Secretary