

**Barberton Public Library**  
**Regular Board of Trustees Meeting, December 19, 2024**

**MEMBERS PRESENT**

Kenneth Cheatham  
Jennifer Doll  
James Leonard  
C. Racyne Leskanic  
Terri Masich  
Holly Miller

**ALSO PRESENT**

Ann Hutchison, Director  
Melissa Futrell, Deputy Fiscal Officer

**MEMBERS EXCUSED**

Heather McMullen

Vice President Miller called the meeting to order at 6:30 p.m.

Hutchison reported that the Friends of the Library earned approximately \$150.00 at a donation-based book sale during the Christmas Walk on Saturday, November 30, 2024.

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

**DIRECTOR'S REPORT**

**Circulation:** Hutchison reviewed the November 2024 statistics, noting that circulation of digital materials through Overdrive and Hoopla continues to rise, while circulation of traditional materials remains steady from 2023.

**Programs & Publicity:** Hutchison distributed the Winter 2024-25 Program Guide, highlighting several upcoming programs of note.

**Donations:** Gifts were received from the following individuals and organizations in November:

- Tom Gough: 7' pre-lit holiday tree & ornaments
- Ron Martin: Magic City Kiwanis and Gazebo History
- Rotary Club of Barberton: \$300.00, to be used for staff appreciation luncheon
- Anonymous: \$5.00

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

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

**Strategic Plan:** Hutchison reviewed the 2023 – 2025 Strategic Plan, highlighting areas of progress and goals that will be addressed in 2025, and noting that several items will not likely be completed due to shifting goals and priorities. Hutchison also noted that work will begin next year on the 2026 – 2029 Strategic Plan.

**Mission Moment:** Hutchison shared the following from Reference Services Librarian Dia Thomas, "A lady that I helped with her resume over a year ago stopped me to thank me for helping her correct errors on her resume. She said because of this she was able to start a new job in medical coding. She was so good at her job that she was made a trainer. She said she thought that because she did not have a college degree advancement was not possible. Her company rewrote the job description so that a college degree was not necessary for her to hold the position of trainer. Now she holds the job as a certified medical coder trainer making \$90,000 dollars a year. She made me think that the little things we do for people sometimes make a big difference in their lives."

**Other:** Hutchison informed the Board that the Library's annual Staff Development Day will be held on Monday, February 17, 2025, and invited any interested Trustees to attend the staff recognition portion of the day.

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Hutchison and Brickner have been invited to and plan to attend the Barberton City School District’s initial strategic planning session on January 9.

Hutchison informed the Board that she continues to research options for a Board retreat, with a target date in the first quarter of 2025.

Hutchison intends for an Open House to be held in early 2025 to debut the first-floor renovation and new services being offered to the community.

**FISCAL OFFICER’S REPORT**

The Public Library Fund tax distribution for November 2024 for the Barberton Public Library was \$94,302.66.

Futrell reviewed the financial reports, bank reconciliations, reappropriations, and bills paid for the month of November 2024.

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

Futrell presented the 2025 Temporary Appropriation Budget.

**RESOLUTION 44-2024**- **Moved** by Cheatham, seconded by Leonard **to adopt the 2025 temporary estimated revenue and appropriation budget** of \$2,941,073.40 as follows:

<b>REVENUES</b>			
	<b>General Revenue Fund</b>		
	General Property Tax / RE	615,000.00	684,000.00
	Homestead Rollback (PT Allocation)	69,000.00	
	Public Library Fund (PLF)		1,152,000.00
	Other Income		66,150.00
	<b>Total Revenue</b>		<b>1,902,150.00</b>
			1,300,000.00
	Estimated Carryover of Unencumbered General Fund Balances		1,300,000.00
	<b>TOTAL Revenue + Unencumbered Balance Carryover</b>		<b>3,202,150.00</b>
		Less Inactive Funds	150,000.00
	<b>Funds to be Appropriated in General Fund</b>		<b>3,052,150.00</b>
<b>EXPENDITURES</b>			
<b>110</b>	<b>Public Service &amp; Programs</b>		<b>\$ 1,521,395.40</b>
<b>120</b>	<b>Collection Development &amp; Processing</b>		<b>221,300.00</b>
<b>210</b>	<b>Facilities Operation &amp; Maintenance</b>		<b>249,800.00</b>
<b>220</b>	<b>Information Services</b>		<b>171,278.00</b>
<b>230</b>	<b>Business Administration</b>		<b>183,050.00</b>
<b>760</b>	<b>Capital Outlay</b>		<b>570,250.00</b>
<b>910</b>	<b>Transfers</b>		<b>12,000.00</b>
<b>930</b>	<b>Contingencies</b>		<b>12,000.00</b>
	<b>Total General Fund Expenditures</b>		<b>\$ 2,941,073.40</b>
<b>SPECIAL REVENUE FUNDS</b>			
	2801 Coronavirus Relief Fund - CBDG-CV		-
	2802 Coronavirus Relief Fund - OPL Assistance		-
<b>CAPITAL PROJECTS</b>			
	4001 Building & Equipment	-	-
	<b>Total All Expenditures</b>		<b>\$ 2,941,073.40</b>

Ayes: Cheatham, Doll, Leonard, Leskanic, and Masich. Nays: None. Motion carried.

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Futrell informed the Board the IRS had not yet released their mileage reimbursement rate for 2025. A resolution to approve the new rate will be needed at the January 2025 meeting.

**COMMITTEE REPORTS**

**Building and Equipment Committee:** No meeting was held.

**Finance and Audit Committee:** No meeting was held.

**Personnel Committee:** A Personnel Committee meeting will be held on Saturday, January 11 to finalize the Board's review of BPL's Employee Handbook and Operating Manual.

**Summit County Library Trustees Council:** No meeting was held.

**COMMUNICATIONS AND CORRESPONDENCE**

**OLC Legislative Update:** Hutchison informed the Board that the Public Library Fund for 2024 is below 2023 funding by almost \$29 million, and that the OLC continues to advocate for library funding as the governor's administration develops its 2026-27 budget proposal.

Hutchison shared that House Bill 257, which would allow certain public bodies, including library boards, to hold and attend virtual meetings, was favorably passed by the Senate Government Oversight Committee. The OLC is hopeful that the Senate will act on this legislation, at which point it would require approval from the House prior to being delivered to the governor for signing.

Hutchison shared that legislation to create an Ohio license plate to benefit Dolly Parton's Imagination Library is in motion.

**Community Correspondence:** None.

**OLD BUSINESS**

Futrell presented the Board with a drafted resolution asking the Barberton City School District to pass a Resolution to Proceed for a tax levy, to be presented to voters on the May 2025 ballot.

**RESOLUTION 45-2024** - Masich introduced the following resolution and moved its passage:

RESOLUTION REQUESTING THE BOARD OF EDUCATION, BARBERTON CITY SCHOOL DISTRICT, SUMMIT COUNTY, OHIO TO SUBMIT TO THE ELECTORS OF THE LIBRARY DISTRICT OF THE BARBERTON PUBLIC LIBRARY THE QUESTION OF A RENEWAL TAX LEVY FOR CURRENT EXPENSES OF THE BARBERTON PUBLIC LIBRARY

(R.C. Sections 5705.03, 5705.23)

Renewal Library Current Expense Levy

WHEREAS, the Board is a board of library trustees appointed pursuant to Section 3375.15 Ohio Revised Code, and is a board of library trustees described in Section 3375.32, Ohio Revised Code; and

WHEREAS, the Board desires the Board of Education, Barberton City School District to renew a tax levied under Section 5705.23, Ohio Revised Code, for current expenses and

WHEREAS, the Summit County Fiscal Officer has certified that the above-referenced tax will generate \$685,000 during the first year of collection, based on the current assessed valuation of the library district of the Library of \$536,724,480.

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NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Library, Barberton City School District, Summit County, Ohio, two-thirds of all the members thereof concurring, that:

Section 1. It is hereby declared that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Library and that it is necessary to levy a renewal tax in excess of such limitation for current expenses of the Library. Accordingly, the Board of Education, Barberton City School District, Summit County, Ohio, the taxing authority to whose jurisdiction the Board is subject, is hereby requested to submit to the electors of the library district of the Library, as established under R.C. Chapter 3375, at the primary election to be held May 6, 2025 the question of a renewal of an existing levy for current expenses of the Library, which tax shall be levied on the entirety of the territory of the library district of the Library located only in Summit County.

Section 2. This Board hereby requests the Board of Education of the School District to adopt a resolution under Section 5705.23 Ohio Revised Code, and other applicable provisions of law, to submit to the electors of the library district of the Library at an election to be held therein on May 6, 2025, the question of such a renewal of an existing levy for current expenses of the Library.

Section 3. Such tax levy shall be for five years at a rate not exceeding 1.95 mills for each one dollar of taxable value, which amounts to \$39 for each one hundred thousand dollars of the county auditor's valuation. The county auditor estimates that such tax levy will collect \$685,000 annually during its term.

Section 4. Such tax levy shall be placed upon the tax list and duplicate for the tax year, beginning 2025, first due in calendar year 2026, if a majority of the electors voting thereon vote in favor thereof.

Section 5. The Board finds, determines and declares that the levy of the tax, if approved by the electors, is necessary to the proper furnishing and rendering of free public library services in the library district of the Library for the residents of such library district.

Section 6. The Fiscal Officer of the Board, acting on behalf of the Board, is hereby directed to certify a copy of this resolution to the Treasurer of the Barberton City School District.

Section 7. It is hereby 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 including Section 121.11, Ohio Revised Code.

Leonard seconded the motion, and, after discussion, a roll call vote was taken and the results were: Cheatham, aye; Doll, aye; Leonard, aye; Leskanic, aye; Masich, aye; Miller, aye. Resolution adopted.

Futrell informed the Board that staff were sent a survey to gauge interest in WellSteps, a health and wellness program, and that majority of respondents expressed interest in utilizing the benefit, which will be offered to employees beginning in 2025.

**NEW BUSINESS**

There was discussion regarding several outstanding payments from 2024, which Futrell will void and reissue as appropriate.

**Moved** by Masich, seconded by Leskanic, **to adjourn** the meeting at 6:54 p.m. Ayes: Cheatham, Doll, Leonard, Leskanic, and Masich. Nays: None. Motion carried.

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Holly Miller, Vice President

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Kenneth Cheatham, Secretary