

Barberton Public Library
Regular Board of Trustees Meeting, July 23, 2020

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MEMBERS PRESENT

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

ALSO PRESENT

Ann Hutchison, Director
Ken Cornelius, Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer

MEMBERS EXCUSED

Leon Ricks

President Masich called the meeting to order at 6:35 p.m.

This Board meeting was held virtually using Microsoft Teams. Participants were asked to state their names before speaking. Members of the public were given the opportunity to request an invitation by emailing Hutchison.

Hutchison reported that the Friends of the Library will hold a Board meeting in the Spillette Room on Friday, July 31 at 10:30 a.m. The FOL are still not accepting donations, and are investigating alternatives to their traditional fall book sale. The cart in the lobby has raised \$29.15 selling discarded and donated books. The Little Free Libraries have been repaired and are filled with books for people to take.

Moved by Leskanic, seconded by McMullen, **to accept the minutes** of the June 2020 Board meeting. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Motion carried.

Moved by Miller, seconded by Leskanic, **to accept the minutes** of June 2020 Public Records Commission meeting. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Motion carried.

LIBRARIAN'S REPORT

Circulation: June 2020 circulation was 14,967, down 112% from June 2019. Year to date, circulation is 106,530, down 76% from 2019. June eMedia circulation was 4,871, and year to date is 31,100, up 11%. Hoopla is being utilized by 88 library customers, who borrowed 132 titles through the service in June. Technical Services added 992 items to the collection in June, while Reference weeded 3,075. Website visits have increased since CLEVET began allowing system level holds on July 6.

Programs & Publicity: In June 2020, 2,362 people attended 54 virtual library programs. Year to date, program attendance is up 39%. The Reference Department recently hosted Facebook Live events with local authors Terry Pluto and Zeke Petrie, and received 26 entries for their Barberton in 4 Seasons photography contest. Reference was planning to resume limited homebound delivery service last week, but were unable to do so because Summit County was elevated to a Level 3, or "red", Public Emergency. Librarians mailed packets of puzzles and games, each with a personalized note, to their homebound customers and remain in close contact with area nursing homes. Children's Summer Reading Club is going well, with 37 entries in June. July prizes will include school supplies. The Children's Department distributed 115 books at the Parks & Recreation Birdie Bag distribution event, 71 Craft Connections kits, and 671 take & make craft bags. Upcoming programs of note include this evening's NASA: Living and Working in Space, Outback Ray on July 27, Potter Mania featuring the Medina Raptor Center on July 29, and Barberton Memories: the 1910s on August 20.

Donations:

Llyn Kaimowitz - \$100.00, for Local History
Luis Olmos-Marquez - \$20.00
William Richards - Gift subscription to Air & Space Magazine

Anonymous - 433 Books, 56 CDs, 49 DVDs, 63 Magazines

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Hutchison noted that the library is not currently accepting material donations.

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

Other: Hutchison reported that Barbara DeAngelis, a full-time Library Assistant in the Technical Services Department with nearly 21 years of service at the library, has announced her intention to retire in September. The position has been posted internally.

Moved by Doll, seconded by McMullen, **to accept, with congratulations, the retirement of Barbara DeAngelis**, effective September 1, 2020. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Motion carried.

RESOLUTION 21-2020 **Moved** by Brindo, seconded by McMullen, **to apply for a \$3,000.00 LSTA CARES Act Mini Grant from the State Library of Ohio**, to be used for supplies and services necessitated by the COVID-19 pandemic. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Resolution adopted.

Mayor Judge will attend the August meeting to administer the oath of office to Doll. This may be done in person or virtually.

Hutchison reported that she applied for a temporary worker from the County, but none are available at this time.

Local History Librarian Sarah Hays provided historical information and photos about Barberton for three signs along the Towpath. The library received photo credit on the signs.

A recent website update has resulted in an outdated version of the site being visible to customers. Staff is working with the website's host to correct the problem.

FISCAL OFFICER'S REPORT

The Public Library Fund tax distribution for the month of July 2020 for the Barberton Public Library was \$92,253.04, approximately \$10,000.00 more than the State had originally estimated.

Cornelius presented the Board with a reappropriation that was made to fund unexpected additional expenses related to a former employee's unemployment claim.

Moved by Doll, seconded by Leskanic, **to accept the financial report, bank reconciliations and bills** paid for the month of June 2020. Ayes: Brindo, Doll, Leskanic, McMullen, and Miller. Nays: None. Motion carried.

COMMITTEE REPORTS

Finance and Audit Committee: No meeting held.

Personnel Committee: No meeting held.

Building and Equipment Committee: No meeting held.

Summit County Library Trustees Council: No meeting held.

COMMUNICATIONS AND CORRESPONDENCE

OLC Legislative Update: None.

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Hutchison shared an email from Friends of the Library member Anne Sweeney commending the library and its staff for their efforts during the reopening process.

OLD BUSINESS

Hutchison reviewed the Pandemic Recovery Tentative Plan to Reopen, as well as revised COVID-19 safety protocols for staff. At this time, there is no target date for Phase 5, which is the restoration of full library services and a return to regular hours. Akron Summit County Public Library Director Pam Hickson-Stevenson has been in contact with the Summit County Health Department for guidance on whether public libraries should plan to close if Summit County is elevated to a Level 4, or “purple”, Public Emergency. Environmental Health Director Tonia Burford advised that it would be depend upon the criteria for Level 4, and whether it required closures in other sectors. Burford suggested that libraries follow guidelines put in place for the retail sector when determining whether to remain open and what services are appropriate.

Hutchison reported the Barberton City School District’s Board of Education approved the library’s 2020 tax budget at their June meeting, and that she attended their July meeting, where they approved the library’s levy for the November ballot. It was decided that an in-person meeting would be preferable for levy planning, and Hutchison will set a date for an evening meeting in the Reading Garden.

NEW BUSINESS

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

Terri Masich, President

Jennifer Doll, Secretary