

Barberton Public Library
Regular Meeting Board of Trustees, January 25, 2018

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MEMBERS PRESENT

Caroline Brindo
Jennifer Doll
Natalie Genet
Terri Masich
Heather McMullen
Christopher White

ALSO PRESENT

Julianne Bedel, Director
Ken Cornelius Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer
Elizabeth Mayreis, Vice-President of Barberton Board of Education

MEMBERS EXCUSED

Leon Ricks

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

Bedel gave the Friends of the Library update. She discussed the scholarship being offered, charging sales tax and the book cart. Genet then elaborated on the book cart which was discussed at a recent meeting.

President White next moved the meeting to ask for nominations of officers.

Moved by Brindo, seconded by Doll **to nominate** White as President, Masich as Vice President and Genet as Secretary. Ayes: Brindo, Doll, Genet, Masich, and McMullen. Nays: None. Motion carried.

Moved by Brindo, seconded by Doll **to close nominations**. Ayes: Brindo, Doll, Genet, Masich, and McMullen. Brindo, Doll, Genet, Ricks, and Warner. Nays: None. Motion carried.

RESOLUTION 1-2018 – **Moved** by Brindo, seconded by Doll **to accept the slate of officers** as follows: White – President, Masich - Vice-President and Genet – Secretary. Ayes: Brindo, Doll, Genet, Masich, and McMullen. Nays: None. Motion resolved.

President White maintained the order of the meeting

RESOLUTION 2-2018 – **Moved** by Doll, seconded by Masich **to appoint Ken Cornelius as full-time Fiscal Officer and Melissa Futrell as part-time Deputy Fiscal Officer** at their current compensation. Both appointments are to be for one year. Fiscal Officer to be bonded for the amount of \$75,000. Deputy Fiscal Officer to be bonded for the amount of \$25,000. Ayes: Brindo, Doll, Genet, Masich, and McMullen. Nays: None. Motion resolved.

Elizabeth Mayreis administered the oath of office to Ken Cornelius and Melissa Futrell.

"Do you solemnly affirm that you will support the Constitution of the United States and the Constitution of the State of Ohio and impartially discharge your duties as Fiscal Officer or Deputy Fiscal Officer of the Barberton Public Library, to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your continuance in said office, and until your successor is selected and qualified?" Their reply was *"I do."*

Ken Cornelius

Melissa Futrell

President White appointed these Trustees to the following committees for 2018:

Building and Equipment – Masich (CH), Brindo and McMullen.

Finance and Audit – Ricks (CH), Doll and Genet.

Personnel – Doll (CH), Brindo and Genet.

Summit County Trustees Council – Brindo as delegate with White as the alternate.

Elizabeth Mayreis left the meeting at 6:59 pm.

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Moved by Masich, seconded by Genet **to set all regular board meetings for 2018** to be held at 6:30 pm in the Board Room on the following dates:

January 25	February 22
March 22	April 19
May 24	June 28
July 26	August 23
September 27	October 25
November 15	December 20

and to include a Public Records Commission prior to the June meeting,
Ayes: Brindo, Doll, Genet, Masich, and McMullen. Nays: None. Motion carried.

The Library Trustee Workshop will be held Saturday, March 10, from 9 am – 3 pm at the Quest Conference Center in North Columbus. McMullen was interested in attending contingent upon family circumstances. Genet would attend with her.

The Northern Ohio Trustee Dinner will be held Thursday, April 26 from 6 – 8 pm at the Banquet Center of the Galaxy in Wadsworth. Several Trustees expressed interest in attending.

Moved by Doll, seconded by Genet **to accept the minutes as corrected** of the December 2017 meeting. Ayes: Brindo, Doll, Genet, Masich, and McMullen. Nays: None. Motion carried.

LIBRARIAN'S REPORT

Circulation: Bedel reported December circulation of 23,333 which was 8% lower than last December. This month there were 10,936 AV circulations (14% lower than this month last year) and 3,169 eMedia (5% higher than last December). Circulation of adult materials in December was down 7.0%, teen was up 5.0% and juvenile was down 17.0%. Year to date, total circulation was 3.7% lower than 2016. 1,148 new items were added and 548 items withdrawn. 165 new patron cards were issued.

Programs & Publicity: 438 individuals attended 22 library programs in December (338 attended juvenile programs, 98 attended adult programs, and 2 attended a teen program). 29 outreach trips were made reaching 630 individuals (571 visited were juveniles, 53 were adults, and 6 were teens).

Donations:

Gerri Alderman – Babcock & Wilcox bulletin “B&W’s Production for War” (1943)
City of Barberton - \$2,000 (to assist in the payment of the mural on the back wall of the library)
Don & Dorothy Martin - \$200 (in memory of Paul & Ann Johns)
Dennis Mollric – 6 books
Carolyn Narotsky – Digital copies of eight photos of Square Men’s Wear (a store on W. Tuscarawas from 1928-72).
Dennis O’Connell – 25 books
Rita Strickler – Photo of a house at PPG, Barberton & a photo of a PPG plant not in Barberton.
Anonymous – 117 books, 1 magazine, 25 DVDs, 1 CD, & 2 VHS Tapes

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

Other:

Alyssa Blake’s unpaid leave of absence was extended through February 28, 2018.

Community engagement: Staff and FOL did Salvation Army bell ringing on December 7. Allison Huey helped judge the PTA “Reflections” contest. Staff took the Pop-up Library to Benefest, and also attended “All for you on 22” member day at the YMCA.

Staff continuing education: Mary Kay Ball watched an OLC webinar on “Ohio Adult Diploma Changes to GED High School Equivalency Exam”.

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Strategic plan report has been received from State Library of Ohio and presented to the Trustees. Important highlights were discussed.

Brindo left the meeting at 7:13 pm.

FISCAL OFFICER'S REPORT

The Public Library Fund tax distribution for the month of January for the Barberton Public Library was \$74,726.36.

Moved by Masich, seconded by Genet **to accept the financial report, bank reconciliations and bills paid for the month** of December, 2017. Ayes: Doll, Genet, Masich, and McMullen. Nays: None. Motion carried.

Cornelius stated the W-2s and 1099s were distributed January 11. Discussed the sheet listing the final total cost of the recent building project. Discussed the Barberton Community Foundation informational handout in the Board packet. Presented a 2017 major purchases report with a listing of potential projects over the next two years. Finally, the Annual Financial Report was presented and reviewed with the Trustees

COMMITTEE REPORTS

Building and Equipment Committee – No meeting held this month.

Finance and Audit Committee – No meeting held this month.

Personnel Committee – No meeting held this month.

Summit County Library Trustees Council – No meeting held this month.

COMMUNICATIONS AND CORRESPONDENCE - None

OLD BUSINESS – None

NEW BUSINESS – None

Moved by Masich, seconded by McMullen **to adjourn** the meeting at 7:47 pm.

Chris White, President

Natalie Genet, Secretary