MEMBERS present
Jennifer Doll
Natalie Genet
Heather McMullen
Leon Ricks
Christopher White

ALSO present
Julianne Bedel, Director
Ken Cornelius, Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer

MEMBERS excused
Caroline Brindo
Terri Masich

President White called the meeting to order at 6:33 pm.

Genet stated the Friends of the Library made $1,300 at the Cherry Blossom book sale, which was the largest amount the Friends have ever earned at a book sale. A cookbook raffle earned $70. Ten individuals have applied for the FOL scholarship. FOL received a check from Amazon Smile for $44. A consignment earned $47. Friend’s Bucks were discussed. An AWE children’s computer is being purchased by the Friends for the library with assistance from the BCF for one-third of the cost.

Moved by Ricks, seconded by Genet to accept the minutes of the April, 2017 regular meeting with the changing of the spelling of the word waved to waived. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion carried.

LIBRARIAN’S REPORT
Circulation: Bedel reported April circulation of 23,301, which is 8% less than last year. This month includes 2,583 eMedia downloads, which is 2.5% higher than the same month last year and 12,439 AV circulations, which is 9% lower than last year. Circulation of adult materials was down 11.6%, juvenile down 0.5% and teen down 5.6% compared to last April. 202 new patron cards were issued. 1,079 new items were added to the collection while 638 items were withdrawn.

Programs & Publicity: Publicity folder was passed around. 635 individuals attended 34 library programs last month, which was a decrease of 12% from last year. 478 of that total attended juvenile programs, 121 attended adult programs and 36 were at teen programs. The most well attended adult program was the “Barberton Landmarks” local history program with 30 in attendance. Vegetable gardening was well attended for a Saturday event with 17 adults at the program. 50 outreach trips were made reaching 944 individuals, a 14.7% increase from the same month last year. 835 of those served were at juvenile outreach visits. Children’s Department librarians visited schools to promote the Summer Reading Club. Registration for that program begins May 30, The Akron ZooMobile kicks off programming in June. 2,414 reference questions were answered.

Donations:
Ophelia Averitt - $10
Kathy Brown – 6 books
Lisa Devenport - $100 (for Children’s Department program supplies)
Friends of Barberton Public Library - $294.95 (for lobby clock)
Helen Miller – Kindle Fire tablet with case
Anonymous – 465 books, 6 magazines, 13 DVDs, 1 VHS tape

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

Other:
Fundraiser: Notes from the initial meeting were in the packet. The next meeting is Tuesday, July 11, at 5:30 pm in the Board Room. The Fundraising drive will be during the last quarter of 2017, with the signature event Saturday, October 14, from 6:00 pm to 8:30 pm. The theme is Oktoberfest and the goal is $10,000. The BCF and FOL will be asked to match what the library raises during the drive. This would give community members the opportunity to triple their contribution. The goal for the drive will be to leverage donations to an amount sufficient to make substantial impact on the quality of the environment in Teen Central, with priorities being lighting, technology, furniture and wall color. Bedel is working to get a project estimate and a drawing or other graphic.
RESOLUTION 9-2017
Moved by Ricks, seconded by Genet, for Bedel to apply for a Barberton Community Foundation grant to match funds raised during the 2017 fundraising benefit drive from October 1 through December 31, 2017 and to be used to impact the quality of Teen Central with priorities given to lighting, technology furniture and wall color. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion resolved.

RESOLUTION 10-2017
Moved by Doll, seconded by McMullen, for the library to apply for a Friends of the Library grant to match funds raised during the 2017 fundraising benefit drive from October 1 through December 31, 2017 and to be used to impact the quality of Teen Central with priorities given to lighting, technology furniture and wall color. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion resolved.

The Library has been served notice that Ignite Brewing Company, Ltd. has applied for a new A1c liquor permit. Under ORC 4303.022, this permit is for “Manufacturer of Beer – Producing up to 31 million gallons per year wherever produced, for sale on premises at retail, for on premises consumption, and sell beer products to retail and wholesale permit holders.” The library is approximately 185 feet from the business. From an administrative perspective, Bedel had no objection to this permit.

Moved by Genet, seconded by Genet for Ricks to respond to the Division of Liquor Control with a “No Objection” for the permit requested by Ignite Brewing Company, LTD. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion carried.

Community Engagement:
Saturday, April 29, the library had activities and provided information at the Lake Anna YMCA “Healthy Kids Day”. Saturday, May 13, the library was at the Job Fair at the Barberton Middle School Tuesday, May 16, staff participated at the “Magical Beginnings Fair” at the YMCA.

Continuing Education:
Kaitlin Braman participated in an e-mail marketing impact webinar; Lisa Paridon attended the Virginia Hamilton Conference on multicultural juvenile literature at Kent State University; Mary Kay Ball, Melissa Futrell, Lisa Gilgenbach, and Carie Stansky-Hunter attended the OLC North Chapter Conference; Susanne Cogar attended OLC’s Northeast Chapter Conference; Sarah Hays attended the two-day Ohio Genealogical Society Conference.

Beginning Friday, May 26, the library will be a host site for the Summit Cycling Bike Share program. Ceremonies will be held that day at 3:00 pm.

The library has entered into a partnership agreement with the Akron Metropolitan Housing Authority to provide SRC outreach programming at Van Buren Homes on a weekly basis over the summer. The library will explore the possibility of offering outreach story time at their location in the fall.

Cat’s Meow village libraries have arrived. The total cost for 100 pieces is $1,065. They will be sold at $20 each. After taxes, this project will yield a net profit of $863. Sales will start in June and be available in the Customer Services Department.

FISCAL OFFICER’S REPORT
The Public Library Fund tax distribution for the month of May for the Barberton Public Library was $77,033.69.

Moved by Ricks, seconded by Doll to accept the financial report, bank reconciliations and bills paid for the month of April, 2017 with the of the Fund Status report date corrected to April 30, 2017 and its corresponding data updated. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion carried.

RESOLUTION 11-2017
Moved by McMullen, seconded by Ricks to accept the 2018 estimated tax budget as presented. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion resolved. (See Page 2262)

Cornelius will provide a copy of the budget to the school board for their approval at their June meeting.

COMMITTEE REPORTS
Building and Equipment Committee – A summary of the meeting held May 16 was presented by McMullen.

Bedel announced that a required update of two new infrared door detectors will be needed for the elevator doors at a total cost of $4000.
Finance and Audit Committee – A summary of the meeting held May 16 was presented by Ricks.

Personnel Committee – A summary of the meeting held May 16 was presented by Doll.

Moved by Ricks, seconded by Doll to accept, with regrets, the resignation of Tracy Albert effective May 25, 2017. Ayes: Doll, Genet, McMullen, and Ricks. Nays: None. Motion carried.

Summit County Library Trustees Council – No Meeting

COMMUNICATIONS AND CORRESPONDENCE – Bedel provided cards for the Trustees to respond to legislators pertaining to the potential reduction of the PLF in the budget.

OLD BUSINESS – none

NEW BUSINESS – none

Moved by Genet, seconded by McMullen to adjourn the meeting at 7:43 pm.

____________________________  _____________________
Chris White, President            Natalie Genet, Secretary
# Barberton Public Library
## 2018 Tax Budget

### Barberton Public Library
**Regular Meeting Board of Trustees, May 25, 2017**

### 2018 Tax Budget

<table>
<thead>
<tr>
<th>Fund</th>
<th>CURRENT YEAR</th>
<th>BUDGET YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ACTUAL 2015</td>
<td>ACTUAL 2016</td>
</tr>
<tr>
<td><strong>General Revenue Fund</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning Cash Fund Balance 1/1</td>
<td>1,250,979</td>
<td>788,699</td>
</tr>
</tbody>
</table>

### REVENUES

<table>
<thead>
<tr>
<th>Source</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Property Tax / RE</td>
<td>457,346</td>
<td>650,969</td>
<td>650,000</td>
<td>650,000</td>
</tr>
<tr>
<td>Public Library Fund (PLF)</td>
<td>888,814</td>
<td>888,353</td>
<td>875,000</td>
<td>850,000</td>
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<tr>
<td>Other Revenue</td>
<td>58,033</td>
<td>57,466</td>
<td>57,500</td>
<td>57,500</td>
</tr>
</tbody>
</table>

### Total Revenue

| Total Revenue                  | 1,404,193  | 1,596,788  | 1,582,500  | 1,557,500  |

### EXPENDITURES

#### Library Services

<table>
<thead>
<tr>
<th>Service</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Service - Salaries &amp; Benefits</td>
<td>903,266</td>
<td>962,210</td>
<td>1,014,700</td>
<td>1,045,000</td>
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<tr>
<td>Public Service &amp; Programs - Other</td>
<td>13,684</td>
<td>14,707</td>
<td>15,700</td>
<td>15,700</td>
</tr>
<tr>
<td>Collection Development &amp; Processing</td>
<td>164,860</td>
<td>189,078</td>
<td>189,000</td>
<td>189,000</td>
</tr>
</tbody>
</table>

### Total Library Services

| Total Library Services         | 1,081,810  | 1,165,995  | 1,219,400  | 1,249,700  |

#### Support Services

<table>
<thead>
<tr>
<th>Service</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities Operation &amp; Maintenance</td>
<td>103,779</td>
<td>81,863</td>
<td>90,000</td>
<td>92,000</td>
</tr>
<tr>
<td>Information Services</td>
<td>88,529</td>
<td>87,486</td>
<td>90,000</td>
<td>92,000</td>
</tr>
<tr>
<td>Business Administration</td>
<td>82,566</td>
<td>73,245</td>
<td>80,000</td>
<td>82,000</td>
</tr>
</tbody>
</table>

### Total Support Services

| Total Support Services         | 274,874    | 242,594    | 260,000    | 266,000    |

#### Capital Outlay

| Outlay                         | 9,789      | 47,315     | 25,000     | 25,000     |

#### Contingencies

| Contingencies                  | -          | -          | 10,000     | -          |

### Total Expenditures

| Total Expenditures             | 1,366,473  | 1,455,904  | 1,504,400  | 1,550,700  |

### Cash Flow from Operations

| Cash Flow                      | 37,720     | 140,884    | 78,100     | 6,800      |

#### Transfers In/(Out)

| Transfers In/(Out)             | (500,000)  | (200,000)  | -          | -          |

### Revenue over/(under) Expenditures

| Revenue                        | (462,280)  | (59,116)   | 78,100     | 6,800      |

### Ending Cash Fund Balance

| Ending Cash Fund Balance       | 788,699    | 729,583    | 807,683    | 814,483    |

#### Less Encumbrances

| Less Encumbrances              | -          | -          | -          | -          |

### Ending Unencumbered Fund Balance 12/31

| Ending Unencumbered Fund Balance 12/31 | 788,699    | 729,583    | 807,683    | 814,483    |

### INACTIVE FUNDS

| Inactive Funds                 | 400,000    | 400,000    | 400,000    | 400,000    |

### ACTIVE CASH AVAILABLE

| Active Cash Available          | 788,699    | 329,583    | 407,683    | 414,483    |

### Capital Projects

#### 4001 Building & Equipment

| Beginning Cash Fund Balance 1/1 | 335,160    | 765,557    | 39,302     | 9,302      |

#### 4004 619 W. Tuscarawas

| Beginning Cash Fund Balance 1/1 | 10,914     | 20,914     | -          | -          |

### Notes

- The budget is prepared based on the current year's performance and projections for the upcoming year.
- The General Revenue Fund is the primary source of income for the library.
- The budget includes revenue from library fund, public library fund, and other revenue sources.
- Expenditures are categorized into library services, support services, and capital outlay.
- Cash flows are calculated to maintain a balanced budget.