

**Meeting of the Board of Trustees
Wayne County Public Library**

Monday, February 20, 2023, 6:00 p.m., Conference Room, Wooster Library

ROLL CALL: Bill Bailey, Francey Morris, Pat Neyhart, Doug Drushal, Tricia Pycraft, Sandy Wenger

Excused: Peter Abramo

Also Present: Jennifer Shatzer, Director; Hayley Tracy-Bursley, Assistant Director; Christopher Bailey, Fiscal Officer; Donna Teece, Deputy Fiscal Office, several guests

CALL TO ORDER: Ms. Pycraft called the meeting to order at 5:58 p.m.

COMMENTS FROM THE PUBLIC: There were no comments unrelated to book challenges.

APPROVAL OF BOARD MINUTES:

Regular Board Meeting, January 23, 2023: Ms. Wenger moved to approve the Regular Board meeting minutes, and Ms. Morris seconded. The motion passed unanimously.

Special Board Meeting, February 1, 2023: Mr. Bailey moved to approve the Special Board meeting minutes, and Mr. Neyhart seconded. Motion carried.

ACCEPTANCE OF COMMITTEE MINUTES:

Library Records Commission meeting, January 23, 2023: Mr. Neyhart moved to approve the Records Commission meeting minutes, and Ms. Morris seconded. Motion carried.

Facilities Committee meeting, January 27, 2023: Mr. Bailey moved to approve the Facilities Committee meeting minutes, and Mr. Neyhart seconded. The motion passed unanimously.

DIRECTOR'S REPORT:

Narrative report as distributed: Weather permitting, we will be remobilizing Rittman project by the end of this week. On the Main Library project, the start date was changed to avoid the busiest time of year: summer reading club. New project start date will be after summer reading club, end of August or beginning of September.

Update on material challenges: The library received 4 more requests from 1 individual asking for these materials to be removed. Ms. Shatzer evaluated the materials and made no changes.

The library is trying something different with marketing to find alternative ways to reach the public. We have commercials on a local radio station and recently advertised on an electronic billboard. We are also looking into a new newsletter format. Patrons are coming back to the library with a 74% increase in programming attendance and 14% increase in circulation overall.

Correspondence: Staff correspondence thanking the Board and Administration; a homemade card thanking the Dalton Branch for their assistance in the Open Arms Hispanic Ministry Tutoring Program; and an email from a patron regarding the challenge of library content.

Administrative Items: This month we had 3 resignations, 1 recommended hire and 3 open positions. Mr. Drushal moved to approve the administrative items and Ms. Morris seconded. Motion carried.

COMMITTEE REPORTS:

Finance and Audit Committee:

January 2023 Financial Report: Mr. Bailey noted with Board recommendation, we will be accepting the financial report subject to audit instead of approving it. An amended certificate of resources was included in the board packet updating with Ohio Department of Taxation new public library funds estimates that came out after the budget was approved in December 2022. These new PLF estimates were reduced by approximately \$200,000 from the previous estimates. These new estimates are based on the possible reduction of 2nd half of year, the state will revert to 1.66% share from the 1.7% now; however, the Governor is advising to keep it at 1.7% in the state budget.

The balance sheet shows current cash position of \$14 million. With it being the beginning of the year, we have approximately \$2 million in general fund encumbrance with \$9.6 million overall. The January PLF was received and was just slightly above the December estimates. Mr. Drushal moved to accept the January 2023 financial report subject to audit, and Mr. Neyhart seconded. Motion carried.

Resolution 5-2023 January 2023 Donations: Mr. Neyhart moved to accept the January donations and Ms. Morris seconded. The motion passed by roll call.

Resolution 6-2023 January 2023 Memorial Donations: Ms. Morris moved to accept the January Memorial donations and Mr. Neyhart seconded. The motion passed by roll call.

Facilities Committee: Mr. Neyhart reported the Rittman project will start up construction again on March 1st. The drains have been put in place and we are waiting on City of Rittman to unplug the storm drains. There had been some design issues on the original roof designed so it was changed to a standard roofing system. The committee discussed removing the plywood from the ceiling and have some acoustical design features instead which will be a cost savings. The main renovation project is in the schematic design phase. One area of savings for this project is we will not be replacing the existing LED lights. Capital projects were approved.

Human Resources Committee: No report.

Operations Committee: No report.

Rittman Ad Hoc Committee: As above.

UNFINISHED BUSINESS: There was none.

NEW BUSINESS: There was none.

COMMENTS FROM THE PUBLIC: Barbara Yoder spoke in support of the library.

ADJOURNMENT: Ms. Morris moved to adjourn, and Ms. Wenger seconded. The motion passed unanimously. Meeting adjourned at 6:16 p.m.

Peter Abramo, President

Francey Morris, Secretary