

Barberton Public Library
Regular Board of Trustees Meeting, November 18, 2021

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MEMBERS PRESENT

Kenneth Cheatham
Jennifer Doll
C. Racyne Leskanic
Terri Masich
Heather McMullen
Holly Miller

ALSO PRESENT

Ann Hutchison, Director
Michael DeSan, Fiscal Officer
Melissa Futrell, Deputy Fiscal Officer
Karen Nist, Associated Underwriters Insurance

MEMBERS EXCUSED

Caroline Brindo

Vice President Doll called the meeting to order at 6:29 p.m.

Hutchison reported that the Friends of the Library held their annual organization meeting on November 17, 2021 and have elected to keep the current officers for 2022. The FOL currently have \$5,420.00 in their checking account, \$3,035.00 in savings, and \$2,000.00 in a newly created Little Free Library account. The fall book sale, held the weekend of Mum Fest, earned the Friends \$1,630.00, and the donation cart on the first floor of the Library has raised \$546.00 year to date. An additional donation cart will be installed in the Library's lobby in January 2022. The Friends have tabled the topic of a vendor's license, which would allow them to hold unlimited sales but would require them to charge income tax, opting instead to continue accepting donations in exchange for materials during their smaller events. Book Room Manager Sara Vargo plans to open the Book Room to the public one day per week beginning in January 2022, likely on Wednesdays with alternating afternoon and evening hours, with monetary donations being accepted for merchandise. The FOL donated \$255.00 for the shipping of an Arnie the Donut character costume to be used for Children's programming and outreach in the spring of 2022, as well as \$300.00 in support of Craft Connections.

Moved by Miller, seconded by Masich, **to accept the minutes** of the October 2021 Board meeting. Ayes: Cheatham, Leskanic, Masich, McMullen, and Miller. Nays: None. Motion carried.

DIRECTOR'S REPORT

Circulation: October 2021 circulation was 23,358, down 28.5% from October 2019 and 3.8% from October 2020, and up just slightly from September 2021. Year to date, circulation is 223,313. eMedia circulation through Overdrive was 5,158 in October 2021, up 1.4% from October 2019 and down 1% from last October. An additional 264 eMedia titles were borrowed through Hoopla in October 2021, up 56.2% from October 2020. Circulation of audiovisual materials was 6,353, down 49% from October 2019 and 17.9% from October 2020, and accounting for 27.2% of the month's total circulation.

In October 2021, 7,006 people visited the Library, down 44.5% from October 2019 and up 49.6% over October 2020. Of those visitors, 542 received curbside service and 105 visited the Community Health Library. Staff issued 138 new patron cards, down 34% from October 2019 and up 84% from October 2020, answered 3,744 reference questions, and made 26 homebound deliveries. The Library's website was visited 2,593 times, there were 3,021 wireless sessions, and 818 computer-use sessions. In October, 686 items were added to the collection and 211 items were withdrawn.

Volunteer hours increased significantly in October, with a total of 41.5 as compared to 10 in September. Hutchison reported that the Children's Department is hosting students from Red Line Advocacy, an alternative high school program for students with special needs. The students visit BPL weekly and help with a variety of tasks.

Programs & Publicity: Hutchison distributed the October 2021 publicity packet. In October 2021, 1,328 people attended 52 live programs and outreach events, either in person or via Zoom and Facebook Live, showing a decrease of 10.3% in the number of programs and an increase of 32.4% in attendance as compared to October 2019, but an increase of 85.7% in the number of programs and 71.8% in attendance over October 2020. An additional 979 people

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participated in or viewed 26 passive and recorded programs and outreach events in October 2021, for a total of 2,307 participants at 78 events. Additionally, 206 people attended 39 non-Library programs in October 2021. Hutchison noted that non-library meeting room usage is up over 85% from October 2019.

Hutchison shared that author Priscilla Oliveras, whose book *His Perfect Partner* was Romance Book Club's featured title in November, contacted the Library after being tagged in BPL's Twitter promotion of the event and attended the book club via Zoom. Upcoming programs of note include Christmas Cards for Seniors, with card kits available now and completed cards due by December 6, BookTok Book Club for teens on November 30, a Holiday Cheeseball Demonstration on December 1, a Christmas Wrapping Party for families on December 4, the Largely Literary Theater Company's Christmas with Charles Dickens on December 7, a Christmas concert featuring Heavy Metal: A Low Brass Trio on December 11, and Holiday Pajama Family Storytime on December 16.

Donations:

Reverend Victor Myers - \$25.00
Staci Yanders - 18 children's books

Anonymous - 1,256 books, 70 CDs, 266, DVDs,
\$31.00

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

Mission Moment: Hutchison shared a story from Barberton Preschool Director Rachel Boulder regarding Children's Services Librarian Lisa Gilgenbach's impactful outreach services: Several years ago, Barberton Preschool had a Spanish-speaking student who did not know any English and cried every day during class. Nothing that any of the staff did could stop her from crying. When Miss Lisa started coming to the Preschool for Library Day, the little girl was mesmerized by her songs, dances, and stories. Miss Lisa was the cure, and the little girl never cried during class again. The young girl now speaks fluent English and is flourishing as a Barberton elementary school student.

Other: Hutchison shared that a recruiter from the University of Mt. Union recently visited BPL to scout several senior members of the Esports Team, and that the Overwatch team will be going to playoffs at Kent State University on November 21. Twelve team members logged 121 hours at BPL in September and 228.5 hours in October. So far this month, thirteen team members have used the Esports Room for a total of 185.75 hours.

Reference Services Librarian Sarah Granville has been selected as a Choose to Read Ohio elector. CTRO is a collaborative program between the State Library of Ohio, Ohioana Library Association, and Ohio Center for the Book that spotlights Ohio authors and illustrators and promotes reading across Ohio. As an elector, Granville will read the ten books that have been nominated for the Teen CTRO list and vote for the five that she feels are best suited for the final CTRO Booklist.

Hutchison informed the Board that several organizations, including the City of Barberton and Barberton Historical Society, have been discussing the possibility of a Barberton History Museum, and that BPL is part of the conversation. In the event that the plans for the Museum materialize, the Building Committee will oversee the Library's involvement in the project.

Hutchison informed the Board that Building Services Manager William Swigart has requested several quotes for the addition of a drive-up window. It is possible that American Rescue Plan grant funds from the City of Barberton may be used to fund the project.

FISCAL OFFICER'S REPORT

DeSan reviewed the Library's 2022 health insurance options. Nitz introduced herself to the Board and offered the Board the opportunity to ask any questions they had about the insurance renewals.

RESOLUTION 34-2021 – **Moved** by Masich, seconded by McMullen, for the library **to offer group health care plan Anthem Blue Access Option 52 with Rx Option 7 (Traditional Plan)** to those employees who are eligible to

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participate for the renewal term January 1, 2022 through December 31, 2022. Ayes: Cheatham, Leskanic, Masich, McMullen, and Miller. Nays: None. Resolution adopted.

RESOLUTION 35-2021 – Moved by Cheatham, seconded by Leskanic, for the library to offer group health care plan Lumenos Health Savings Account Option 51 with Rx Option 9 to those employees who are eligible to participate for the renewal term January 1, 2022 through December 31, 2022. Ayes: Cheatham, Leskanic, Masich, McMullen, and Miller. Nays: None. Resolution adopted.

RESOLUTION 36-2021 – Moved by McMullen, seconded by Masich for the library to offer Anthem Dental Insurance to those employees who are eligible to participate for the renewal term January 1, 2022 through December 31, 2022. Ayes: Cheatham, Leskanic, Masich, McMullen, and Miller. Nays: None. Resolution adopted.

Nitz left the meeting at 6:48 p.m.

The Public Library Fund tax distribution for the month of November 2021 for the Barberton Public Library was \$91,785.75.

DeSan reviewed the financial reports, bank reconciliations, and bills paid for the month of October 2021.

Moved by Leskanic, seconded by Miller, to accept the financial report, bank reconciliations, and bills paid for the month of October 2021. Ayes: Cheatham, Leskanic, Masich, McMullen, and Miller. Nays: None. Motion carried.

DeSan recommended a 4% increase in employee compensation for 2022. After discussion, the Board requested additional information on BPL's salary ranges and NEO-RLS's Salary Survey. A Personnel Committee meeting was scheduled for Thursday, December 16 at 5:30 p.m.

DeSan presented the Board with the 2022 Temporary Appropriation Budget, to be approved at the December meeting.

DeSan presented the Board with and reviewed a list of building improvement requests for 2022 compiled by Swigart. The Board requested that the information be reorganized by importance and projected time frame.

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. Hutchison shared that the PLF allocations for Hudson and Twinsburg Libraries are projected to increase in 2022 due to increases in their reported circulation and programming statistics.

COMMUNICATIONS AND CORRESPONDENCE

OLC Legislative Update: Hutchison shared that on November 2, 2021, voters approved all thirteen public library levies on local ballots in Ohio, with an average approval rate of 67%.

Community Correspondence: None.

OLD BUSINESS

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COVID-19 Updates: Hutchison informed the Board the COVID-19 Rapid Test Kits continue to be in high demand, with 1,495 being distributed in October 2021 and over 4,000 since the service was introduced on September 16.

NEW BUSINESS

No new business was brought before the Board.

Moved by Masich, seconded by Cheatham, **to adjourn** the meeting at 7:22 p.m. Ayes: Cheatham, Leskanic, Masich, McMullen, and Miller. Nays: None. Motion carried.

Jennifer Doll, Vice President

Holly Miller, Secretary