

**Barberton Public Library**  
**Regular Board of Trustees Meeting, November 21, 2024**

**MEMBERS PRESENT**

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

**ALSO PRESENT**

Ann Hutchison, Director  
Joshua Brickner, Fiscal Officer  
Melissa Futrell, Deputy Fiscal Officer  
Karen Nist, Associated Underwriter's Insurance

**MEMBERS EXCUSED**

Kenenth Cheatham  
James Leonard

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

Brickner reviewed the Library's 2025 insurance renewals, noting that health insurance plans were quoted at approximately a 4.5% increase and dental at a 6% increase.

**RESOLUTION 37-2024** – Moved by Doll, seconded by Masich, 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 participate for the renewal term January 1, 2025 through December 31, 2025. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Resolution adopted.

**RESOLUTION 38-2024** – Moved by Miller, seconded by Masich, 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, 2025 through December 31, 2025. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Resolution adopted.

**RESOLUTION 39-2024** – Moved by Miller, 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, 2025 through December 31, 2025. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Resolution adopted.

Brickner and Nist presented the Board with information about WellSteps Solutions, a health and wellness program that would help employees improve their physical, mental, and financial health, and would be available to all employees at BPL. The Board like to have an idea of staff interest in the service before committing to the program.

Nist left the meeting at 6:44 p.m.

Hutchison reported that the Friends of the Library will hold a donation-based book sale during the Christmas Walk on Saturday, November 30, 2024.

Moved by Masich, seconded by Leskanic, **to accept the minutes** of the October 2024 Board meeting. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Motion carried.

**DIRECTOR'S REPORT**

**Circulation:** Hutchison reviewed the October 2024 statistics, noting that computer usage and overall visits to the Library are down slightly, likely due to the first-floor renovation. Hutchison also noted that utilization of notary services is up 100% over 2023.

**Programs & Publicity:** Hutchison distributed the October 2024 publicity packet, noting that BPL will host the Summit County Domestic Relations Court and the Ohio Justice Bus, a mobile legal aid office, on Friday, December 13, 2024.

**Donations:** Gifts were received from the following individuals and organizations in October:

- Margaret Falkenstein: 1930s photo from Holy Trinity Catholic Church

**Barberton Public Library**  
**Regular Board of Trustees Meeting, November 21, 2024**

- Ed Schwiger: Great Northern Savings memorabilia
- Summit County Master Gardeners: Two books

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

**Community Involvement**: A summary of Hutchinson's community involvement since the October Board meeting was included in the information packet sent to Trustees ahead of the meeting.

**Mission Moment**: Hutchison shared the video featuring BPL that was filmed for the Barberton Community Foundation's Game Changer Award Dinner, held on November 7, 2024.

**Strategic Plan**: Hutchison highlighted that the completion of the first-floor renovation project works toward the Library's goal to provide the community with up to date and accessible spaces and noted that a wireless printing solution for patron utilization is expected to be in place by the end of the year, which will further that goal as well.

**Other**: Hutchison informed the Board that she responded to a public records request received from the Ohio Association of Public School Employees, which included the names and positions of each Trustee.

Hutchison is working to identify a potential facilitator for a Board Retreat to be held in early 2025 and hopes to have more information at the December 2024 meeting.

Hutchison informed the Board that a staff appreciation luncheon was held yesterday to celebrate the completion of the first-floor renovation project, as well as the Library receiving the Barberton Community Foundation Game Changer Award.

**FISCAL OFFICER'S REPORT**

The Public Library Fund tax distribution for October 2024 for the Barberton Public Library was \$84,274.19.

Brickner reviewed the financial reports, bank reconciliations, reappropriations, and bills paid for the month of October 2024, highlighting income received from the County Fiscal Office for Homestead and Rollbacks from the state of Ohio, as well as a breakdown of interest earned versus fees paid for the Library's checking account.

**Moved** by Masich, seconded by Leskanic, **to accept the financial report, bank reconciliations, reappropriations, and bills** paid for the month of October 2024. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Motion carried.

Brickner presented the Board with several options for 2025 cost of living wage adjustments, as well as employees' current salaries.

**RESOLUTION 40-2024** - **Moved** by Doll, seconded by Leskanic for the Library **to allow a 3% cost of living wage increase** beginning with the pay period that includes January 1, 2025 for all employees employed by the Library as of July 1, 2024. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Resolution adopted.

Moved by Doll, seconded by Masich, to move to executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee or official at 7:12 p.m. Roll call: Doll, aye; Leskanic, aye; Masich, aye; McMullen, aye; Miller, aye. The meeting returned to regular session at 7:22 p.m.

**COMMITTEE REPORTS**

**Building and Equipment Committee**: No meeting was held.

Brickner informed the Board that the first-floor renovation is complete, except for several small paint touch-ups that will be finished in the coming week. The temporary shelving loaned by Akron Summit County Public Library will be

**Barberton Public Library**  
**Regular Board of Trustees Meeting, November 21, 2024**

returned next week as well, and BPL will repair some wheel damage that was sustained during the project prior to their return.

**Finance and Audit Committee:** No meeting was held.

**Personnel Committee:** No meeting was held.

Hutchison presented the Board with two staffing recommendations.

**RESOLUTION 41-2024** – Moved by Doll, seconded by Masich, **to transfer Olivia Orzech to full-time Library Assistant in the Customer Services Department**, regularly scheduled for 35 hours per week at \$13.77 per hour, effective November 11, 2024. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Resolution adopted.

**RESOLUTION 42-2024** - Moved by Miller, seconded by Doll, **to transfer LaQuata Williams to part-time Facility Services Assistant**, regularly scheduled for 30 hours per week at \$13.50 per hour, effective November 11, 2024. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Resolution adopted.

It was proposed that a committee meeting be scheduled on a Saturday in January 2025 to discuss the Employee Handbook.

**Summit County Library Trustees Council:** No meeting was held.

**COMMUNICATIONS AND CORRESPONDENCE**

**OLC Legislative Update:** Hutchison informed the Board that 26 of 28 library levies presented to Ohio voters on the November primary ballot were approved.

**Community Correspondence:** Hutchison shared with the Board that longtime Friend of the Library and more recent Home Delivery patron Anne Sweeney, whose correspondence was shared at the October meeting, passed away on November 19.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Brickner shared that Library staff have worked to gather quotes to lease a new copy machine for the administrative offices, which will be suitable for both regular office use and to create higher quality marketing materials. After consideration, the contract will be awarded to ComDoc.

Brickner presented the Board with a drafted resolution of necessity for a tax levy, noting the intention to present the levy to voters on the May 2025 ballot.

**RESOLUTION 43-2024** Miller introduced the following resolution and moved its passage:

RESOLUTION REQUESTING THE SUMMIT COUNTY AUDITOR TO CERTIFY THE CURRENT TAX VALUATION OF THE LIBRARY DISTRICT OF THE BARBERTON PUBLIC LIBRARY, SUMMIT COUNTY, OHIO AND THE AMOUNT TO BE GENERATED DURING THE FIRST YEAR OF COLLECTION OF A RENEWAL TAX LEVY FOR CURRENT EXPENSES OF THE BARBERTON PUBLIC LIBRARY

(R.C. Sections 5705.03, 5705.23)

Renewal Library Current Expense Levy

WHEREAS, the Library is currently levying a five-year current expense levy with a rate of one (1.95) mills for each \$1 of taxable value, which amounts to \$38 for each \$100,000 of the county auditor's appraised value which was first

**Barberton Public Library**  
**Regular Board of Trustees Meeting, November 21, 2024**

approved by the voters of the library district of the Library on May 5, 2015 and first placed on the tax list and duplicate in 2015 (for tax collection years 2016-2020); this 1.95 mill current expense levy was renewed by the voters on November 3, 2020 and placed on the tax list and duplicate for collection years 2021-2025. This renewal levy will have its last year of collection in 2025;

WHEREAS, this Board wishes to initiate proceedings for the submission to the electors of the entirety of the library district of the Library, at a primary election to be held May 6, 2025, the question of a renewal of the existing current expense levy of the Library, which tax shall be for a term of five (5) years and shall be levied on the entirety of the territory of the library district of the Library located entirely in Summit County; and

WHEREAS, such tax levy shall be placed upon the tax list and duplicate for the tax year, beginning 2025, first due in calendar year 2026 if a majority of the electors voting thereon vote in favor thereof.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Barberton Public Library, Summit County, Ohio, two-thirds of all of the members thereof concurring, that:

Section 1. It is necessary to renew all of an existing tax for the current expenses of the Library.

Section 2. The Summit County Auditor is hereby requested, pursuant to Section 5705.03 of the Ohio Revised Code, to certify each of the following:

- (a) the total current tax valuation of the library district of the Library located in Summit County as established under R.C. Chapter 3375;
- (b) the dollar amount to be generated during the first year of collection of a renewal of all of an existing tax to be levied under Section 5705.23 of the Ohio Revised Code for the benefit of the Library, for current expenses at a rate not exceeding 1.95 mills for each one dollar of taxable value;
- (c) using the tax list for the current year or, if not yet determined, the estimate submitted to the county budget commission, the effective rate or estimated effective rate, as applicable, of the tax levy described in (b) above, expressed in dollars, for each one hundred thousand dollars of the county auditor's appraised value; and
- (d) the estimated annual collections of the tax levy described in (b) above, rounded to the nearest one thousand dollars, assuming that the tax list for the current year (or, if not yet determined, the estimate submitted to the county budget commission) remains unchanged throughout the duration of the levy.

Section 3. The Fiscal Officer of this Board is hereby authorized and directed to deliver a certified copy of this resolution to the Summit County Auditor.

Section 4. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Masich seconded the motion, and, after discussion, a roll call vote was taken and the results were: Doll, aye; Leskanic, aye; Masich, aye; McMullen, aye; Miller, aye. Resolution adopted.

**Moved** by Masich, seconded by Leskanic, **to adjourn** the meeting at 7:30 p.m. Ayes: Doll, Leskanic, Masich, and Miller. Nays: None. Motion carried.

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Heather McMullen, President

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Holly Miller, Vice President