

Meeting of the Board of Trustees
Wayne County Public Library
Monday, April 15, 2024, 6:00 p.m., Shreve Library

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

Also Present: Jennifer Shatzer, Director; Hayley Tracy Bursley, Assistant Director; Christopher Bailey, Fiscal Officer; Donna Teece, Deputy Fiscal Officer; Debbie Starcher, West Salem Manager

CALL TO ORDER: Mr. Bailey called the meeting to order at 6:00 p.m.

COMMENTS FROM THE PUBLIC: There were none.

APPROVAL OF BOARD MINUTES:

Regular Board meeting, March 18, 2024: Ms. Wenger moved to approve the Regular Board meeting minutes, and Mr. Drushal seconded. The motion passed unanimously.

ACCEPTANCE OF COMMITTEE MINUTES:

Facilities Committee meeting, April 8, 2024: Mr. Drushal moved to approve the Facilities committee meeting minutes, and Ms. Anderson seconded. Motion carried.

DIRECTOR'S REPORT: Hannah Bersee, Shreve Manager provided an update of the Shreve Library. She praised her staff for their creativity and active participation contributing to the success of programming at the Shreve Library. Within the last 6 months, programming participation has increased by 50 percent. The programs are filling up with wait lists. She passed around some examples of craft programs which have been very popular with Shreve patrons.

Narrative report as distributed: Ms. Shatzer provided an update of the main renovation project. Some items were supposed to be demo'd, but were not in the demolition plan, so we made some alternative plans. Construction is almost complete. We are still waiting on the cabinetry for the café. Ms. Shatzer met with the Joyful Café. The café's furnishings and equipment must be in place before they can start interviewing, so the café will probably be ready for opening at the end of June into July. The carpeting for the downstairs will be installed in early May with the downstairs shelving and furniture soon after.

Ms. Shatzer provided an update on the garden naming rights. The family is working on the biography expressing Ms. Welty's love of reading and will provide a picture of her that will be located by the window overlooking the garden.

We had visitors from all over the US come to the library for the eclipse. It was a great event.

We had one correspondence from Shady Lawn thanking the Dalton staff for delivering materials to the nursing home.

Administrative Items: There were 3 resignations, 4 new hires, 2 transfers and 1 open position.

Mr. Drushal moved to approve the personnel agenda as presented, and Ms. Morris seconded. Motion carried.

FISCAL OFFICER'S REPORT:

March 2024 Financial Report: At the end of month, our cash balance is \$8.49 million. Statement of cash position shows general encumbrance of \$1.95 with \$2.5 million overall. The PLF for March was 1.97% above estimates, making year-to-date at 4.3% below estimates. We just received the information for the April PLF, and the bad news is that it came in at 9.3% under estimates. The State of Ohio and OLC are expressing some concerns, but our budget remains in good shape.

We received our first half real estate taxes settlement of \$1.766 million in March. Current revenue is at 38% for revenues with expenses at 20%. Rittman donation fund balance is now \$94,000. Mr. Drushal inquired if we will be using these Rittman donation funds? Ms. Shatzer states she has some wonderful ideas by attending the PLA conference in Columbus for Rittman Branch. Ms. Wenger moved to accept the March 2024 financial report subject to audit, and Mr. Neyhart seconded. Motion carried.

Resolution 12-2024 March 2024 Donations: Mr. Drushal moved to accept the March donations and Ms. Wenger seconded. The motion passed by roll call.

Resolution 13-2024 March 2024 Memorial Donations: Ms. Wenger moved to accept the March memorial donations and Ms. Anderson seconded. The motion passed by roll call.

COMMITTEE REPORTS:

Finance and Audit Committee: No report.

Facilities Committee:

2024 Capital Projects: Mr. Bill Bailey provided a synopsis of capital projects discussed. These projects were previously budgeted and are now being approved. For bike racks, we are looking for ones that will be maintenance free and durable. Mr. Neyhart, at the committee meeting, suggested looking at aluminum. Purchase of a Ventrac was discussed. The committee agreed to have the facility manager rent one first. Ms Shatzer reported a Ventrac was at Rittman today to try out. It was decided that we would need the larger 60" base. Mr Drushal inquired about landscaping the back hill instead of mowing it. Mr. Drushal is concerned with safely mowing the hill behind the Rittman building and suggested other landscaping options. Ms. Shatzer noted the Ventrac would still be beneficial for the other sloped areas at Rittman. Mr. Drushal moved to approve the capital projects and Ms. Wenger seconded. The motion passed unanimously.

Human Resources Committee: No report.

Operations Committee: No report.

UNFINISHED BUSINESS: There was none.

NEW BUSINESS:

Resolution 14-2024 – Acceptance of \$50,000 donation to the Liberty Street Endowment fund:

The naming rights will be for not less than 25 years. Mr. Drushal noted it is important to use these funds to enhance the garden that we would not normally be able to purchase. Ms. Shatzer has some ideas for outdoor musical instruments. One of Ms. Welty's daughters will also be

visiting and will have some recommendations. Ms. Anderson moved to approve accepting the donation, and Ms. Wenger seconded. Motion passed by roll call.

COMMENTS FROM THE PUBLIC: There were none.

ADJOURNMENT: Mr. Drushal moved to adjourn, and Ms. Wenger seconded. The meeting ended at 6:37 p.m.

Bill Bailey, Secretary