

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

Monday, July 17, 2017, 7:00 p.m., Creston Branch

CALL TO ORDER: Mr. Cochrell called the meeting to order at 7:00 p.m.

ROLL CALL: Present: Ross Cochrell; Bill Bailey; Sandy Wenger; Dr. Charles Brown
Excused: Doug Drushall; Francey Morris; Peter Abramo

Also Present: Jennifer Shatzer, Director; Katherine Long, Fiscal Officer; Susan Roberts, Assistant Director; Matthew Durbin, Deputy Fiscal Officer; Amy Anderson, Creston Branch Manager

COMMENTS FROM THE PUBLIC: None

APPROVAL OF BOARD MINUTES:

Regular Board meeting – June 19, 2017: Mr. Bailey moved to approve the June 19, 2017 Regular Board meeting minutes as presented, Ms. Wenger seconded. Motion passed unanimously.

ACCEPTANCE OF COMMITTEE MINUTES:

Finance Committee – June 19, 2017:

Ms. Wenger moved to approve the June 19, 2017 Finance Committee meeting minutes, Dr. Brown seconded. Motion passed unanimously.

DIRECTOR'S REPORT:

Ms. Anderson's Presentation:

Ms. Anderson presented a video showing things that have happened at the Creston branch so far during the summer. The included pictures from events including a presentation from the wilderness center, a gardening class where patrons planted plants at the branch, an emerging technology program, a painting class, a Pokémon club, a cake decorating class for 4-H participants, and a djembe drumming program. Mr. Cochrell pointed out that the attendance looked great in the photos. Ms. Anderson agreed and said many of the events and programs went very well and patrons appreciated the opportunity.

Mary Ann Chupp's Statue Dedication:

Ms. Shatzer stated that the dedication for Mary Ann Chupp's statue drew a crowd of over 100 guests. Many guests complimented the library on the statue. The family of Mary Ann Chupp also showed their appreciation for the dedication. Dr. Brown asked Ms. Shatzer if there was a camera angled to that area. Ms. Shatzer answered saying that she will request that Mr. Tenney, Facilities Manager, re-position the camera at the main entrance to include that area.

Miscellaneous Updates:

Ms. Shatzer stated that the Super Reader signs have started to be distributed. The signs signify houses where kids who have read 15 or more hours for the Summer Reading Club live. There were also some new updates about the Rittman branch project but Ms. Shatzer wanted to have a Rittman Ad Hoc committee meeting before speaking with the whole board. Mr. Bailey questioned the status of the Matthews bookmobile. Ms. Shatzer stated that many issues have occurred and has sent a six page letter to the Matthews company about her disapproval the problems that have occurred dealing with the bookmobile.

Administrative Items:

Mr. Cochrell asked about the library's turnover rate compared to other library systems. Ms. Shatzer believes that the library has a higher turnover rate comparatively because our pay rate is lower when considering the pay rate of some of the larger library systems to the Northeast and Northwest. Dr. Brown moved to approve all of the pending administrative items, seconded by Mr. Bailey. Motion passed unanimously.

COMMITTEE REPORTS:

Finance Committee:

Meeting Time Update:

Ms. Long stated that the finance committee was not able to meet so they were not able to discuss the June financials. The financials will need to be approved at the next committee meeting. Mr. Cochrell stated that at the meeting he had with Ms. Long that they discussed the need for financial committee meetings. Dr. Brown asked Ms. Long for her opinion. Ms. Long stated that she would like the committee meetings to be moved to an as-needed basis.

Dr. Brown moved to have the Finance Committee meetings requirement be changed to an as-needed basis, seconded by Ms. Wenger.

Resolution #21-2017 – Additional Appropriations:

Ms. Long requested that \$19,100 be transferred from the Contingency fund to the Building and Site Repairs account in the General fund. The funds will go towards further investigation into the leaking issue at the main library. Ms. Shatzer also mentioned that there is a crack in the floor in the children's department that is being investigated. Ms. Long also stated that the contingency fund would be left with only \$800 and some funds throughout the rest of the year may need to be transferred between regular accounts in the budget.

Mr. Bailey moved to approve Resolution #21-2017, seconded by Ms. Wenger. Motioned passed via roll call.

Resolution #22-2017 – 2018 Budget for Budget Commission:

Ms. Long stated that with a renewal of the current levy, the library would have a negative balance next year. With a renewal plus an increase levy, the balance would end up being positive. The budget needed to be turned in on July 20. Mr. Cochrell stated that, on the report given to the board members, yearly balances look worse as the years go on. Ms. Long agreed and explained that pay raises would most likely get delayed which could negatively affect the library's turnover rate.

Ms. Wenger moved to approve Resolution #22-2017, seconded Dr. Brown. Motion passed via roll call.

Facilities Committee: No Report

Human Resources: No Report

Operations Committee: No Report

Rittman Ad-Hoc: No Report

UNFINISHED BUSINESS: None

NEW BUSINESS: None

CORRESPONDENCE:

Ms. Shatzer presented a photo book that was made by a group from local schools that contained pictures from the Reading under the Lights event. Plus she passed around the bag that was given out to the patrons who joined the event.

COMMENTS FROM THE PUBLIC: None

ADJOURNMENT:

Mr. Bailey motioned to adjourn, Ms. Wenger seconded.

Meeting adjourned at 7:58 p.m.

Ross Cochrell, President

Francey Morris, Secretary