

ELLA M. EVERHARD PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD OF TRUSTEES
MAY 16, 2022

Board President, Lisa Jones, called the meeting to order at 7:01 p.m. with the following Board members present: Mr. Bartiromo, Mr. Gerber, Mr. McMahan, Mrs. Reese, and Mr. Sieber. Also attending were Daniel Slife, Library Director and Patty Moutes, Business Manager & Fiscal Officer.

Bartiromo moved to approve the Regular Meeting minutes of April 18, 2022. Gerber seconded the motion. The vote was unanimous. (05-22-31)

Sieber moved to approve the Special Meeting minutes of May 4, 2022. Jones seconded the motion. The vote was unanimous. (05-22-32)

Slife presented the May 2022 Director's Report. The following item was mentioned:

- Slife stated the Trustees could soon see a demonstration of the consumer-facing side of Polaris. Staff will soon be able to test the staff interface, Leap, in a sandbox. Since there is a long lead time, staff will have ample time to spend playing in the sandbox. The Vega catalog is nearly up and running.

Slife presented the May 2022 Personnel Report. New Hires: Claire Pfeiffer, Student Page, CAS, effective 05/09/22; Chandra Marcoux, Assistant, CAS, effective 05/09/22; Madeline Kinch, Student Page, CAS, effective 05/10/22; and Dan Ciofani, Assistant, CAS, effective 05/23/22. Resignation: Julia Swain, Student Page, CAS, effective 05/19/22.

Sieber moved to approve the May Personnel Report. Jones seconded the motion. The vote was unanimous. (05-22-33)

Moutes presented the Fiscal Officer's monthly report, the April 2022 financial statements and the investment report. Moutes reported the following month-to-date fund totals: beginning fund balance \$6,207,426; revenue \$205,838; expenses \$217,543; unexpended fund balance \$6,195,722; encumbrances \$890,127; and ending unencumbered fund balance \$5,305,595.

Bartiromo moved to accept the April Financial Report. Jones seconded the motion. The vote was unanimous. (05-22-34)

Under the Building & Equipment Committee, Slife distributed copies of the minutes from Friday evening's committee meeting. He also shared copies of Library Design's final proposal, dated 05/10/22, in the amount of \$394,690. The group walked the first floor and Slife described the proposed improvements to shelving, desks, furniture and carpeting.

Slife noted that Library Design is providing planning and design services for the procurement of furnishings which are not subject to public bidding requirements. Their

design/management fees will not exceed the \$50,000 threshold for hiring design professionals. Further, the majority of the order will be procured from the Ohio state contract maintained by the Ohio Department of Administrative Services, this includes the carpeting as quoted as well as chairs and tables. The state contract allows public entities to purchase equipment, supplies and certain services directly outside the bid process.

Jones moved to approve the proposal from Library Design Associates, Inc., dated May 10, 2022, in the amount of \$394,690 for furnishings and carpet replacement. McMahan seconded the motion. The vote was unanimous. (05-22-35)

Under the Finance & Audit Committee, Moutes noted that the committee met prior to the regular meeting to review the proposed 2023 Tax Budget.

Bartiromo made a motion to adopt the 2023 Tax Budget with estimated General Fund distributions totaling \$3,090,810 and a proposed year-end transfer to the Capital Projects Fund in the amount of \$500,000, as presented. Gerber seconded the motion. The vote was unanimous. (05-22-36)

Under the Human Resources Committee, Slife reported that the revision of the point factoring continues. He is also working to update the leave benefit policies. The paid leave benefits will be par-for-par between full-time and part-time employees, thus eliminating disparities in the current system. The existing policies require a part-time employee to work twice as long to earn the same proportionate share of vacation. The new policies will convert from a calendar year system, to an employment anniversary accrual system to facilitate automation. Once finalized, the draft policies will be reviewed by legal counsel and ADP. Slife plans to have the revised policies to the Board at the June meeting.

Under Old Business, prior to the meeting, Moutes emailed the Prosecutor's Office's draft resolution to the Trustees for review.

Moutes advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Gerber moved the adoption of the following resolution: RESOLUTION NO. 05-22-37

A RESOLUTION DETERMINING TO PROCEED WITH A REQUEST TO THE BOARD OF EDUCATION OF THE WADSWORTH CITY SCHOOL DISTRICT TO SUBMIT TO THE ELECTORS OF THE SCHOOL DISTRICT THE QUESTION OF A RENEWAL OF AN EXISTING TAX LEVY FOR THE PURPOSE OF PROVIDING FOR THE CURRENT EXPENSES OF THE WADSWORTH PUBLIC LIBRARY, ALSO KNOWN AS THE ELLA M. EVERHARD PUBLIC LIBRARY, PURSUANT TO SECTIONS 5705.19, 5705.23 AND 5705.25 OF THE REVISED CODE

WHEREAS, by Resolution No. 05-22-29, adopted on May 4, 2022, this Board determined and declared the necessity of renewing the existing (1.00) mill tax levy, for the purposes stated in

Sections 5705.19, 5705.23 and 5705.25 of the Revised Code.

WHEREAS, in accordance with that Resolution adopted on May 4, 2022, and Section 5705.03(B) of the Revised Code, this Board requested that the Medina County Auditor certify (i) the total current tax valuation of the Wadsworth City School District, and (ii) the dollar amount of revenue that would be generated by said (1.00) mill tax levy; and

WHEREAS, on May 5, 2022, the County Auditor certified that the total current tax valuation of the subdivision is \$865,148,170 and the amount of revenue that would be generated by that (1.00) mill renewal levy would be \$701,400 per year during the life of the levy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Wadsworth Public Library, also known as the Ella M. Everhard Public Library, Medina County, Ohio, two-thirds of all of its members concurring, that:

Section 1. It is hereby determined and recited that the Wadsworth Public Library, also known as the Ella M. Everhard Public Library, serves the area of the Wadsworth City School District and, accordingly, this Board is entitled to proceed under Section 5705.23 of the Revised Code to initiate proceedings for the submission of the question of the renewal of an existing tax levy for the purpose of providing for the current expenses of the Wadsworth Public Library, also known as the Ella M. Everhard Public Library, to the electors of the Wadsworth City School District.

Section 2. This Board hereby finds, determines and declares that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Wadsworth Public Library, also known as the Ella M. Everhard Public Library, and that it is therefore necessary to levy a renewal of the existing (1.00) mill tax in excess of the ten-mill limitation for the purpose of providing for the current expenses of the Wadsworth Public Library, also known as the Ella M. Everhard Public Library, for a period of five (5) years.

Section 3. Pursuant to Sections 5705.03, 5705.19, 5705.23 and 5705.25 of the Revised Code and having received and reviewed the certificate of the Medina County Auditor referred to in the preambles hereto, this Board hereby determines to proceed with its request, in accordance with Ohio Revised Code Sections 5705.19, 5705.23 and/or 5705.25, to the Board of Education of Wadsworth City School District that it submit to the electors of the Wadsworth City School District, at the election to be held on November 8, 2022, the question of a renewal tax in excess of the ten-mill limitation for the purpose of providing for the current expenses of the Wadsworth Public Library, also known as the Ella M. Everhard Public Library, and any and all purposes now or hereinafter allowed under Sections 5705.19, 5705.23 and/or 5705.25 of the Revised Code at a rate not exceeding one (1.00) mill for each one dollar of valuation, which amounts to ten (\$0.10) cents for each one hundred dollars of valuation, for a period of five (5) years, and which is a renewal of an existing (1.00) mill levy to be levied upon the entire territory of the Wadsworth City School District, with 2022 the year in which the tax will first be levied and 2023 the calendar year in which the tax will first be collected, to be submitted to the electors of said Wadsworth City School District within the entire territory of the Wadsworth City School District at the election to be held at the usual voting

places within said Wadsworth City School District on the 8th day of November 2022; as authorized by Sections 5705.19, 5705.23 and 5705.25 of the Revised Code, Medina County being the only county in which the Wadsworth City School District has territory, beginning with the tax list and duplicate for tax year 2022, the proceeds of which levy would first be available to this Board in calendar year 2023.

Section 4. That said tax shall first be levied in 2022 and first be collected in 2023, if a majority of the electors voting thereon vote in favor thereof.

Section 5. This Board hereby finds, determines and declares that the levy of such tax, if approved by the electors, is necessary for the current expenses of free public library services by the Wadsworth Public Library, also known as the Ella M. Everhard Public Library, and for the residents of Wadsworth City School District.

Section 6. The Fiscal Officer of the Board, acting on behalf of the Board is hereby authorized and directed to forward immediately (i) a certified copy of resolution no. 05-22-29 adopted on May 4, 2022, referred to in the first preamble; (ii) the certificate of the Medina County Auditor referred to in the second preamble of this resolution, and (iii) a certified copy this Resolution, to the Board of Education of Wadsworth City School District.

Section 7. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

Section 8. This Resolution shall be in full force and effect from and immediately upon its adoption.

Jones seconded the motion.

Roll call vote: Bartiromo – Aye, Gerber – Aye, Jones – Aye, McMahan – Aye, Reese – Aye, and Sieber - Aye. (05-22-37)

As detailed in the resolution, Moutes will forward a certified copy of the first resolution, the Auditor’s Certificate, and a certified copy of the second resolution to the Board of Education.

Slife will begin coordinating potential levy committee leadership. He requested the Trustees forward any names of potential leaders to either Lisa Jones or him.

Bartiromo moved to adjourn the meeting at 7:53 p.m. Jones seconded the motion. All were in favor. (05-22-38)