

ELLA M. EVERHARD PUBLIC LIBRARY  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
JUNE 17, 2019

Board President, Michelle Reese, called the meeting to order at 7:05 p.m. with the following Board members present: Mr. Bartiromo, Mr. Collura, Mr. Gerber, Mrs. Jones, Mrs. Likens, 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 May 20, 2019. Likens seconded the motion. The vote was as follows:

<u>For</u>	<u>Opposed</u>	<u>Abstained</u>
Bartiromo		Gerber
Collura		
Jones		
Likens		
Reese		
Sieber		

The motion carried. (06-19-47)

Slife presented the June 2019 Director's Report. The following items were mentioned:

- Only eight (8) teens attended the four (4) in-house teen programs. Slife noted that overall teen attendance was on par. The new Community Outreach Coordinator will be researching automation of email and text reminders for those who have registered along with targeted marketing campaigns.
- Slife noted that during his visit to the library located within the Massillon High School, there was a good flow of students visiting the library. He stated that Wadsworth is already well set up to send books to the schools. WPL and WCSD staff members will work together on creating webpages for different student levels. Delivering ordered materials to the schools provides an opportunity to insert fliers into the books highlighting upcoming programs for the recipient's age group.
- Summer reading enrollment is on track with this time last year. Thirty-eight percent (38%) of the registrants are new to the program.
- Tactical Plan Update: Communico mimics a single sign on system. The website tool is not as sophisticated as the current website. Will not likely proceed with this alternative.

Slife presented the June 2019 Personnel Report. Resignation: Nina Hahn, Student Page, CAS, effective 06/28/19.

Reese moved to approve the June Personnel Report. Collura seconded the motion. The vote was unanimous. (06-19-48)

Moutes presented the Fiscal Officer's monthly report, the May 2019 financial statements and the investment report. Moutes reported the following month-to-date fund totals: beginning fund balance \$4,160,187; revenue \$216,587; expenses \$223,087; unexpended fund balance \$4,153,687; encumbrances \$515,711; and ending unencumbered fund balance \$3,637,976.

Sieber moved to approve the transfer of 2019 Appropriations in the amount of \$7,500 between General Fund objects (From Account 8900 to Account 3200) to cover unbudgeted costs related to Frontier phone service invoicing. Jones seconded the motion. The vote was unanimous. (06-19-49)

Bartiromo moved to accept the May Financial Report. Gerber seconded the motion. The vote was unanimous. (06-19-50)

Under the President's Report, Reese reminded the Trustees of the OLC's email requesting they contact their State Senators to thank them for their commitment to Ohio's public libraries and Representatives and Governor asking them to maintain the provision of 1.7% in the final bill.

Under the Building & Equipment Committee, Collura provided a recap of the Committee meeting that occurred immediately preceding the Regular Meeting. The Committee began a detailed review of the Needs Assessment and Space Planning Study Final Report provided by Williams Architects in April.

The Committee agreed on the key takeaways from the report. The Committee will evaluate alternatives and financials. Slife and Moutes will update the capital projects plan and integrate the potential scenarios.

The contract with Williams Architects for architectural and construction oversight services on the roof replacement project should be completed this week.

Under the Human Resources Committee, Bartiromo provided a recap of the Committee's June 10 meeting. He noted the review of the point factoring system, positions and organizational structure was postponed until late summer / early fall in order to complete the wage increase review prior to commencement.

Under New Business, Moutes presented the proposed resolution provided by the OLC.

RESOLVED, That we, the members of The Ella M. Everhard Public Library, aka Wadsworth Public Library Board of Trustees, thank Senator Obhof and members of the Ohio Senate for making public libraries a priority in the state budget bill by increasing the Public Library Fund from 1.68% to 1.7% of the state's total General Revenue Fund for Fiscal Years 2020 and 2021.

BE IT FURTHER RESOLVED, That this Board respectfully urges the Ohio House of Representatives and the Governor to keep the Public Library Fund at 1.7% through the Conference Committee deliberations and include the provision in the final version of HB 166.

Reese made a motion to approve the resolution as provided by the OLC (see attached for the Resolution in its entirety). Bartiromo seconded the motion. All were in favor. (06-19-51)

Slife noted that the Ohio Revised Code designates the County Prosecutor as legal counsel for political subdivisions. Only through Board action can Library administration engage outside counsel. During 2015, the Board passed a motion permitting Vorys, Sater, Seymour and Pease LLP to provide legal counsel up to the amounts defined at the time; however, it was not a perpetual motion. The motion is to be renewed annually and will be discussed each December during permanent appropriations.

Gerber moved to approve Vorys, Sater, Seymour and Pease LLP as outside counsel for up to \$5,000 for human resources matters and up to \$2,000 for civil matters during calendar year 2019. Collura seconded the motion. All were in favor. (06-19-52)

Collura moved to adjourn the meeting at 8:10 p.m. Jones seconded the motion. All were in favor. (06-19-53)

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