

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

Monday, December 19, 2022, 6:00 p.m., Wooster Branch, Conference Room

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

Also Present: Jennifer Shatzer, Director; Christopher Bailey, Fiscal Officer; Hayley Tracy-Bursley, Assistant Director; Susan Buchwalter, Human Resource Coordinator; Donna Teece, Deputy Fiscal Officer; approximately 117 guests.

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

COMMENTS FROM THE PUBLIC: Mr. Drushal asked the guests to hold any comments related to library materials until the end of the meeting. There were no other comments.

APPROVAL OF BOARD MINUTES:

Mr. Neyhart moved to approve the November 21, 2022, Regular Board meeting minutes, and Ms. Morris seconded. The motion passed unanimously.

ACCEPTANCE OF COMMITTEE MINUTES:

Mr. Abramo moved to approve the December 16, 2022, Human Resource Committee minutes, and Ms. Pycraft seconded. The motion passed unanimously.

Ms. Wenger moved to approve the December 16, 2022, Operations Committee minutes, and Ms. Pycraft seconded. The motion passed unanimously.

DIRECTOR'S REPORT:

Narrative report as distributed: Ms. Shatzer reported the statistics show we are making great strides this year in getting back to prepandemic circulation figures. Emedia is higher than prepandemic. Staff did a wonderful job with Window Wonderland. We did not receive the accelerated reading grant but will continue to look and apply to other grants. Masonry work on the Main Library's south side continues and should be completed within the next month. She is pleased to announce that Paws to Read volunteers are back on Saturdays.

Administrative Items: We had 2 resignations, 4 hires/promotions/transfers, 3 open positions and 2 on hold. Mr. Bailey moved to approve the administrative items and Mr. Neyhart seconded. Motion carried.

COMMITTEE REPORTS:

Finance and Audit Committee:

November 2022 Financial Report: Balance Sheet is currently at \$14.83 million. In the statement of cash position, the general fund encumbrance is at \$500,000 with \$3.1 mill encumbered overall. The November PLF was 7.3% above estimates with a year-to-date 12.6% above estimates. We are at 97% of revenues and 78% of expenses due to personnel and open positions. Our debt payment for the Main Library was paid this month. In 2023, we will start making the debt payments for Rittman Library/Main Renovation project. Ms. Morris moved to accept the November 2022 financial report, and Ms. Wenger seconded. Motion carried.

Resolution 37-2022 November 2022 Donations: Mr. Bailey moved to accept the November donations and Mr. Neyhart seconded. The motion passed by roll call.

Resolution 38-2022: 2023 Budget-Permanent Appropriations: Mr. Abramo moved to accept the 2023 Budget-permanent appropriations, and Ms. Pycraft seconded. Motion passed by roll call.

Facilities Committee: No report.

Human Resources Committee:

2022 Staff Bonuses: Ms. Wenger reported yearend bonuses for staff with exception of the Director and Fiscal Officer were approved by the committee. The bonus varied based on years of service and start at \$50.00 with 3 months or less to \$1250.00 with 15 or more years of service. Majority of bonuses are in the \$250-\$500 range. The library was able to give bonuses due to turnover and unfilled staff positions throughout the year. Approved in committee.

Revised 2023 Salary Scale: Reflects increase in minimum wage with a 3% increase to the salary scale. The positions of graphic specialist, maintenance worker and delivery driver were reclassified. Approved in committee.

2023 Compensation Changes: Committee approved 5% wage increase for 2023 for those employees hired before October 2, 2022, except for the above positions that were reclassified. They will either receive a 5% increase or be moved to the beginning of the new salary range whichever is greater. This is in line with other libraries of similar size and the what the County is doing. The raise does not include the Director or Fiscal Officer.

COVID-19 Policy Changes: Committee approved a change in the Covid-19 vaccination policy and now is strongly recommending vaccines and booster shots, but they are no longer required. An employee may be required to wear a mask if exposed to Covid-19.

Director and Fiscal Officer Evaluations Timeline: The committee approved the timeline and evaluations will take place in January 2023.

Mr. Drushal noted the above were approved in committee. 2022 staff bonuses passed unanimously; revised 2023 salary scale passed unanimously, 2023 compensation changes passed unanimously, Covid-19 policy changes passed unanimously, and evaluation timeline also passed unanimously.

Operations Committee:

Ms. Morris reported a revision to the pandemic policy lifting all pandemic restrictions and allowing to place restrictions as necessary. The 2023 Board Meeting Schedule was approved with January's meeting being one week later. Beginning January, correspondences will be included in the Director's report to the Board.

The Operations Committee also made a motion to reject a petition to remove certain materials from the children's department. The petition received by the Board to remove certain categories of materials was referred to the Operations Committee for consideration. The committee appreciates the concern of some parents as to what items are available in the collection. Current library policy requires supervision of children under 12 and the Board fully supports parents monitoring their child's viewing of materials. The petition is denied that removes certain materials from the children's collection described in broad terms. Our current board policies shall be followed, and it allows for the evaluation and reconsideration of any specific book or other items, but it is not a platform for a blanket request to remove all materials in that category. The board believes our current policies are standard practice among libraries nationwide and reaffirms support of intellectual freedom set forth in the

American Library Association's bill of rights. The committee also supports the library staff's continued enforcement of these policies as stated. The committee therefore does recommend to the Board denying the request set forth by the petition since it is contrary to library policy.

Mr. Drushal noted the above were approved in committee and separated each for a motion from the Board. Updated temporary pandemic policy passed unanimously, 2023 board meeting schedule passed unanimously, and the reaffirmation of the library's material selection and evaluation process and rejection of the submitted petition passed unanimously. Mr. Drushal appreciates the work the Operations Committee has done. He appreciates all the comments received from the public and noted many were favorable to library policy. The Board understands what the request was-to move the books to a different location, but the petition did not follow library policy and that is why it was denied. We have no objection to evaluating books on a case-by-case basis and recently it has resulted in a book moved to a different section. It is important to follow the policies in place. Mr. Bill Bailey requested a recorded vote on this issue.

Roll call vote: Abramo Yes; Bailey Yes; Drushal Yes; Neyhart Yes; Morris Yes; Pycraft Yes; Wenger Yes.

Rittman Ad Hoc Committee: Ms. Shatzer reported they are currently installing French drains and will be installing geo-piers tomorrow.

UNFINISHED BUSINESS: There was none.

NEW BUSINESS: There was none.

CORRESPONDENCE: Ms. Shatzer and the Board received many correspondences with some as letters to the editor of the local paper. Ms. Shatzer read 2 correspondences, each an opposing viewpoint regarding the petition. Starting January 2023, correspondences will be part of the board packet.

COMMENTS FROM THE PUBLIC: Speakers were asked to sign up before the meeting and ground rules were made. Below is the list of speakers.

Peg Redinbaugh, Wooster
Paul Deakin, Wooster
Elmer Steingass, Wooster
Reverend Walter Clark, Wooster
Rosanna Ralston, Wooster
Jay Klemme, Wooster
Herbert Weber, Wooster
Ian Burns, Wooster
Brian Steiner, Wooster
Mark Gooch, Wooster
Laura Burch, Wooster
Chris Storm, Wooster
Karen Masowich, Wooster
Joshua Clegg, Wooster
Doug Perkins, Wooster
Zack Swift, Creston
Denise Bostdorff, Wooster
Jamie Cline, Wooster
Noah Gochnauer, Smithville
Desiree Weber, Wooster
Joan Friedman, Wooster
Tim Breiner, Wooster

David Rice, Wooster
Doug Jones, Wooster

ADJOURNMENT: Mr. Abramo moved for meeting adjournment and Ms. Pycraft seconded.
Meeting ended at 7:19 p.m.

Doug Drushal, President

Francey Morris, Secretary