

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

Monday, February 15, 2021 at 6:00 p.m., Zoom Meeting

CALL TO ORDER: President Drushal called the meeting to order at 6:03 p.m.

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

Also Present: Jennifer Shatzer, Director; Christopher Bailey, Fiscal Officer; Susan Roberts, Assistant Director; Hayley Tracy-Bursley, Children's Department Manager; Donna Teece, Deputy Fiscal Officer

COMMENTS FROM THE PUBLIC: There were none.

APPROVAL OF BOARD MINUTES:

Regular Board Meeting, January 18, 2021 – Ms. Wenger moved to accept the January Board Meeting minutes, and Ms. Morris seconded. The motion passed unanimously.

Special Board Meeting, January 26, 2021 – Mr. Neyhart moved to accept the January 26th Special Board Meeting minutes, and Mr. Abramo seconded. The motion passed unanimously.

DIRECTOR'S REPORT:

Ms. Shatzer reported that reference statistics have increased significantly mainly due to patrons calling for library materials, reference questions and reader advisory assistance.

Ms. Tracy-Bursley, our Children's Manager, gave a presentation on our early literacy initiative program that she, the Children's Department staff, and Ms. Roberts have developed called "Growing Readers." It is a 3-pronged program to encourage early literacy and development. Literacy starts at birth and reading from birth is the best way to develop literacy. Children introduced to literacy at an early age perform better in school. The 3 programs are Books for Babies, 1000 Books before Kindergarten, and Early Literacy Kits called "Read, Play, Grow." With the first 5 years of life being so important for literacy and children falling behind due to remote learning, the Library wanted to target the more at-risk children. Our Books for Babies is partially funded by Wooster Rotary and Wooster Emblem Club. A baby is given a board book and some informational materials at their first doctor's checkup or starting day care. The 1000 Books is a national program we are adopting with families charting number of books read. A free book will be given at 500 and 1000 books read. The "Read, Play, and Grow Kits" target 3 to 5-year-old children at risk and who may not have access to preschool. The monthly kit has 5 activities for the family to have fun together. Ms. Shatzer noted the Wooster Friends of the Library are excited about the program and have donated funds to the early literacy program.

The Library is officially open for grab and go service. Tax forms are available outside of the building and patrons may also request tax forms to be picked up curbside if they choose.

Ms. Shatzer reported the Charles Follis Committee would like to place the first marker on library property, as a stop on the Black Cyclone Trail, if the City of Wooster does not place it on the Downtown Square. It would be an honor to have a marker at the library. Mr. Follis, the first African American professional football player was from Wooster.

Ms. Shatzer and Mr. Bailey had several meetings with the City of Rittman officials on the building project. They are currently working with Bricker and Eckler on the RFQ and AIA document for proper procurement of the architect for the project.

Administrative Items: One new hire, Rebecca Hobbs; and one resignation, Elaine Fletty. Ms. Wenger moved to approve the administrative items and Ms. Morris seconded. The motion passed unanimously.

COMMITTEE REPORTS:

Finance Committee:

January 2021 Financial Report:

PLF received continues to come in higher than estimates. The January PLF was 4.8% higher than estimates. Mr. Abramo moved to approve the January 2021 financial report and Mr. Neyhart seconded. Motion passed unanimously.

Resolution # 4-2021- January 2021 Regular Donations: Mr. Bailey moved to accept the Regular Donations, and Ms. Morris seconded. The motion passed by roll call.

Facilities Committee: No report.

Human Resource: No report.

Operations Committee: No report.

Rittman Ad Hoc Committee: No report.

UNFINISHED BUSINESS: There was none.

NEW BUSINESS: Retaining services of Bricker and Eckler to represent the Library in real estate matters related to City of Rittman/Wayne County Public Library joint use facility project: Ms. Pycraft moved to retain services of Bricker and Eckler and Mr. Neyhart seconded. Motion passed unanimously.

CORRESPONDENCE: A Thank you from Doylestown Business Association for our continued support. Several thank you cards for Dalton branch for employees bringing cheer every day, and one thanking them for being helpful in these challenging times. Thank you card from Main Street Wooster for our participation, and the 2020 Census thanking us for being a valuable partner in the program.

COMMENTS FROM THE PUBLIC: There were none.

ADJOURNMENT: Meeting adjourned at 6:43 p.m.

Doug Drushal, President

Francey Morris, Secretary