

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

Monday, March 20, 2023, 6:00 p.m., Conference Room, Wooster Library

ROLL CALL: Peter Abramo, Pat Neyhart, Doug Drushal, Tricia Pycraft, Sandy Wenger

Excused: Francey Morris

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

CALL TO ORDER: Mr. Abramo called the meeting to order at 6:03 p.m.

COMMENTS FROM THE PUBLIC: There were none unrelated to ongoing book challenges

APPROVAL OF BOARD MINUTES:

Regular Board Meeting, February 20, 2023: Mr. Drushal moved to approve the Regular Board meeting minutes, and Mr. Neyhart seconded. The motion passed unanimously.

ACCEPTANCE OF COMMITTEE MINUTES:

Library Records Commission meeting, February 20, 2023: Ms. Wenger moved to approve the meeting minutes, and Ms. Pycraft seconded. The motion passed unanimously.

DIRECTOR'S REPORT:

Narrative report as distributed: Ms. Shatzer reported that emedia circulation and wifi circulation have plateaued, but physical materials, programming, library cards issued and computer usage continue to increase.

Rittman construction update: Construction is well under way. There have been a couple of changes to the project with a wood accent wall price being much higher than expected, near \$100,000. This wood feature would also limit the usage of the area in the future. It was decided to dry wall and add an accent color instead. The oak tree was removed, and the wood will be kiln dried and used in the children's area. We may possibly lose another tree if it becomes damaged while installing the retaining wall. Ms. Shatzer applied for a competitive grant from the Wayne County Community Foundation for funds to add more trees, more furniture, and interactive items for the new Rittman Library. The project completion date is August 11<sup>th</sup> with an early/mid-September opening.

Ms. Shatzer spoke of the two Ohio House budget bills that may tremendously impact the library's budget. The bills are currently in the House and may have changes before the bill is passed. Ohio Library Council will keep us informed of updates.

Ms. Shatzer informed the Board of two upcoming dates: Legislative Day in Columbus on April 26<sup>th</sup> to meet with representatives. Trustee dinner is May 4<sup>th</sup> in Independence with special guest, Representative Matt Dolan.

Ms. Shatzer receive 3 more library challenges. The books have been reviewed and it was decided the books will stay where currently shelved.

Dalton Library received a thank you from a young patron and Shady Lawn Nursing Home.

Administrative Items: There were two resignations, one from a long-time employee, Sherry O'Dell who is retiring; four new substitutes for the branches-all former employees and one former volunteer; and three other new hires. Ms. Shatzer also recommended a temporary adjustment in pay for Fatima Suella for additional responsibilities while the circulation manager was out. Ms. Pycraft moved to approve the administrative items and Mr. Drushal seconded. Motion carried.

#### COMMITTEE REPORTS:

##### Finance and Audit Committee:

February 2023 Financial Report: Mr. Bailey reported the 2022 financial statements are complete, filed, and available for viewing. The auditors will be on-site next week for our annual audit.

The balance sheet at end of February is at \$13.7 million. In the statement of cash position, we currently have encumbrances of \$1.89 million in the general fund, and \$9.3 million overall. In the income statement, February PLF was in line with original estimates and 4.9% above the revised December estimates. Ms. Wenger moved to accept the February 2023 financial report subject to audit, and Mr. Neyhart seconded. Motion carried.

Resolution 7-2023 February 2023 Donations: Mr. Drushal moved to accept the February donations and Ms. Pycraft seconded. The motion passed by roll call.

Resolution 8-2023 February 2023 Memorial Donations: Mr. Neyhart moved to accept the February memorial donations and Ms. Wenger seconded. The motion passed by roll call.

Facilities Committee: No report.

Human Resources Committee: No report.

Operations Committee: No report.

Rittman Ad Hoc Committee: No report.

UNFINISHED BUSINESS: There was none.

NEW BUSINESS: There was none.

COMMENTS FROM THE PUBLIC: Ms. Birch discussed the Freedom to Read challenge, where pledges will be made for each book challenge. For the last three challenges, \$150 was given to the library. She thanked the library staff for all their work. Mr. Stormer voiced his support of the library.

ADJOURNMENT: Mr. Drushal moved to adjourn, and Ms. Pycraft seconded. The motion passed unanimously. Meeting adjourned at 6:25 p.m.

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Peter Abramo, President

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Francey Morris, Secretary