

Meeting of the Board of Trustees
Wayne County Public Library
Monday, July 18, 2022, 6:00 p.m., Creston Branch Library

ROLL CALL: Peter Abramo, Bill Bailey, Francey Morris, Sandy Wenger

Excused: Doug Drushal, Pat Neyhart, Tricia Pycraft

Also Present: Jennifer Shatzer, Director; Hayley Tracy Bursley, Assistant Director; Christopher Bailey, Fiscal Officer; Donna Teece, Deputy Fiscal Officer; Amy Anderson, Creston Branch Manager

CALL TO ORDER: Mr. Abramo called the meeting to order at 5:59 p.m.

COMMENTS FROM THE PUBLIC: There were none.

APPROVAL OF BOARD MINUTES:

Ms. Wenger moved to approve the June 20, 2022, Regular Board meeting minutes, and Mr. Bailey seconded. The motion passed unanimously.

Ms. Morris noticed the day was incorrect. With correction, Ms. Morris moved to approve the July 11, 2022, Special Board meeting minutes, and Ms. Wenger seconded. The motion passed unanimously.

APPROVAL OF COMMITTEE MINUTES:

Mr. Bailey moved to approve the July 7, 2022, Strategic Planning meeting minutes, and Ms. Morris seconded. The motion passed unanimously.

DIRECTOR'S REPORT:

Creston Branch Spotlight: Ms. Anderson gave us all an activity that was used in a recent program. The library helped with Norwayne School's Reading Under the Lights program. They collaborated with Creston's summer day camp and had 50 campers make a sharpie tie dye shirt. A garden was planted out back and the staff set up a camera so the kids can go on the website and see the progress of their plants. If they click on the garden, the site will pull up kid friendly recipes. Tween programs included a journey of a dropping water presented by a soil and water conservationist talking about purification of water. Ms. Anderson noted she has a great crew that know library patrons by name and do a great job with programming.

Ms. Shatzer asked for 1 or 2 board members to join the levy committee. Margo Broehl is chair and Caleb Manley is treasurer. She is currently developing informational brochures.

Administrative Items: Ms. Shatzer reported keeping positions filled continues to be a challenge. Ms. Wenger moved to approve the administrative items and Ms. Morris seconded. Motion carried.

COMMITTEE REPORTS:

Finance and Audit Committee:

June 2022 Financial Report: The \$8 million in bonds for were sold last week for the Rittman/Main Renovation projects with good news. The interest rate was much better than expected at 4.16% for 30-years. Balance sheet has a balance of \$6.7 million. Statement of

cash position reveals encumbrances in the general fund of \$1.15 million with \$2 million overall. June PLF came in above estimates at 5.4%. Year-to-date PLF is 18% above estimates. Expenditures at the end of June is at 40% expenditures (excluding transfers) with revenue at 55%. Mr. Bailey moved to accept the June 2022 financial report, and Ms. Morris seconded. Motion carried.

2021 Audited Financial Statements: Clean audit with no recommendations. Mr. Bailey reviewed the audit results. Mr. Bailey moved to accept the audit and Ms. Wenger seconded. The motion passed unanimously.

Resolution 24-2022 June 2022 Donations: Ms. Morris moved to accept the June regular donations and Ms. Wenger seconded. The motion passed by roll call.

Resolution 25-2022 June 2022 Memorial Donations: Ms. Wenger moved to accept the June memorial donations and Mr. Bailey seconded. The motion passed by roll call.

Resolution 26-2022 –2023 Tax Budget: This is to approve the tax budget to be submitted to the County Commissioners by July 20th. Ms. Morris moved to accept the 2023 County tax budget. Ms. Wenger seconded, and the motion passed by roll call.

Finance Committee: No report.

Facilities Committee: No report.

Human Resources Committee: No report.

Operations Committee: No reports.

Rittman Ad Hoc Committee: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Ms. Shatzer updated the Strategic Plan after the committee meeting. She reviewed the plan with the Board. Ms. Shatzer will be holding full staff meetings to discuss this plan and for staff to develop action items. Ms. Wenger moved to approve the Strategic Plan, Ms. Morris seconded, and motion carried.

CORRESPONDENCE: Ms. Shatzer received thank you notes from Northwestern Schools coordinator and students for Reading under the Lights; and Jo Harper thanking the library for all we do. Thank you note and donation was received from Dean Carter for gracious staff and great library.

COMMENTS FROM THE PUBLIC: There were none.

ADJOURNMENT: Ms. Morris moved for meeting adjournment and Mr. Bailey seconded. Meeting ended at 6:37 p.m.

Doug Drushal, President

Francey Morris, Secretary