

**FAIRFIELD COUNTY DISTRICT LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MAY 16, 2023**

The Fairfield County District Library Board of Trustees met for its regular meeting on Tuesday, May 16, 2023 at Fairfield Federal Savings & Loan, 111 E. Main Street, Suite 317, Lancaster, Ohio.

TRUSTEES PRESENT WERE: Mark Bohach, Lisa Evangelista, Bryan Everitt, Nathan Hale, Margaret Quamme, and Matt Wideman.

TRUSTEES EXCUSED WERE: Mary Mesi.

Also attending were Becky Schaade, Library Director; Alyssa England, Fiscal Officer; and Leslie Yost, Administration Assistant.

The meeting was called to order at 10:15 a.m. by Matt Wideman, President.

SWEARING IN

Board of Trustee, Margaret Quamme, was sworn in by Leslie Yost, Notary Public, as follows:

"Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as a member of the Board of Trustees of the Fairfield County District Library, Fairfield County, Ohio to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your term of office?"

Quamme responded: "I do." Term expires May 31, 2030.

38-23 AMEND AGENDA

Be it resolved, upon motion by Mark Bohach, seconded by Bryan Everitt, that the Board of Trustees amends the agenda to include a resolution for sale or disposal of Library equipment.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; and Margaret Quamme, "Aye". The President declared the motion adopted.

FRIENDS OF THE LIBRARY REPORT – Becky Schaade

- The Friends of the Library's used book sale made \$1,700. Approximately 5,000 items were sold. The Friends also gained twelve additional members during the preview sale. Thank you to the Lancaster High School boys' soccer team for coming to help setup. After the sale, five boxes of books were donated to the Little Free Libraries and a few boxes to the jail.
- The Friends have signed up to receive Kroger Community Rewards. They will receive a percentage from customer who sign up and shop Kroger. If you are looking to be part of the Community Rewards, use identification code LF486.
- Garret Players will host the play, *The Outsider*, this weekend (May 19, 20, and 21).

PUBLIC PARTICIPATION

There was no public participation.

DIRECTOR'S REPORT – Becky Schaade

- Staff Development Day was a success with staff attending a Community Resiliency course, a class on the use of LEAP, and departmental meetings.
- Fairfield County District Library (FCDL), the Wagnalls Library (WAG), and the Pickerington Public Library (PPL) have met several times to negotiate the distribution of the Public Library Fund (PLF) but talks have stalled. There has been differing opinions on different pieces of the formula.
 - The WAG wanted to be 'credited' for population from Bloom Township. Currently, they are credited with the population of Lithopolis. FCDL and PPL reached out to the State Library, as they are the agency responsible for library boundaries, per the ORC. According to Wendy Knapp, State Librarian, legally speaking, Wagnalls has no boundaries on file with the State Library. This is because of its unique situation of becoming a public library after all territory was already claimed. Knapp is confident that WAG is the only example of this in the state.
 - In addition to the population issue, WAG would like credited for more square footage than what has been listed on their state report data. The State report shows 18,000 and they would like to claim 28,000. They have been unable to provide a lease agreement with the Foundation or any other documents that substantiate this claim.

WAG has requested that the Boards of both FCDL and PPL consider extending the percentage split agreement for another year. Their reasoning for this is that it would allow new staff and board members to get up to speed on this situation. Most scenarios currently proposed have WAG receiving significantly less PLF funding (a decrease of 25-40% less). FCDL would stand to gain an insignificant increase of .17% to .24%; whereas, PPL would receive 2.7% to 3.3%. If an agreement cannot be made regarding the PLF split, the Fairfield County Budget Commission would have to decide. The Budget Commission consists of the County Auditor, the County Treasurer, and the County Prosecutor. When WAG first received money from the PLF, it was the Budget Commission that set the amount. Last night at PPL's Board meeting, their Board voted to not extend the agreement for another year. The Board discussed the situation as it pertains to FCDL taking into account PPL's rejection of an extension and proposed the following:

39-23 AMEND AGENDA

Be it resolved, upon motion by Bryan Everitt, seconded by Nathan Hale, that the Board of Trustees amends the agenda to remove the resolution for the Public Library Fund Distribution Agreement Extension.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; and Margaret Quamme, "Aye". The President declared the motion adopted.

DIRECTOR'S REPORT (continued)

- Discovery Kits are being created with funds (\$22,500) from the Libraries Accelerating Learning grant received from the Ohio Department of Education. Each kit will contain activity-based learning manipulatives as well as three books. Kits will be available for preschool aged children, school age children 6+, and school age children ages 8+. Topics include things like Engineering, Human Body, Dinosaurs, Alphabet, Counting, Telling Time, Microscope, Electricity, and more. The Coordinator of Youth Services Shannon Keese and Schaade worked on this grant. Keese is ordering and assembling the kits and will send them to Technical Services for processing. The kits should be available at all FCDL locations in the fall.
- On Library Legislative Day, the Ohio House passed their version of the state budget bill (HB33), which set the PLF at 1.7% in permanent law. The budget is now in the Ohio Senate. Ohio Library Council (OLC) is urging the Ohio Senate to maintain the 1.7% funding and hold libraries harmless for any reductions in the state's General Revenue Fund.
- FCDL has not yet received the limestone building material for the limestone façade project. The last update said the project would start the third or fourth week of May; however, construction cannot begin until the product is received.

- Currently the supplier is still creating the cylinder needed for the elevator repair. There is no estimated ship date on this yet.

Personnel

RESIGNATION, Emma Rice, Library Assistant III – Adult Services, 20 hours per week, \$15.80 per hour, hire date October 14, 2019, resignation effective May 13, 2023.

SECRETARY'S REPORT

40-23 APRIL REGULAR MEETING MINUTES

Be it resolved, upon motion by Lisa Evangelista, seconded by Margaret Quamme, that the minutes of the April 18, 2023 regular meeting be approved as submitted.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; and Margaret Quamme, "Aye". The President declared the motion adopted.

FINANCIAL REPORT – Alyssa England

- The PLF came in 15.3% below estimates for the month of May (-\$54,564). This is due in part to tax collections being down and other factors such as low car sales. The PLF is down by \$64,000 for the year. In July, with the PLF being raised from the 1.66% to 1.7% in permanent law, England expects to receive a possible increase over the original estimates.

41-23 FINANCIAL REPORT & CHECK REGISTER

Be it resolved, upon motion by Bryan Everitt, seconded by Nathan Hale, that the financial report and the check register as of April 30, 2023 be approved as submitted.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; and Margaret Quamme, "Aye". The President declared the motion adopted.

DONATIONS

42-23 DONATION - RESTRICTED

Be it resolved, upon motion by Mark Bohach, seconded by Bryan Everitt, that the following restricted donation be accepted:

\$25.00 from Mr. & Mrs. Paul Beery in memory of Jill Maldovan to be used for the Baltimore Branch

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; and Margaret Quamme, "Aye". The President declared the motion adopted.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

43-23 APPROVE TO SUBMIT REPLACEMENT OF AN EXISTING TAX LEVY TO ELECTORS

Be it resolved, upon motion by Bryan Everitt, seconded by Margaret Quamme, that the Board of Trustees request the Fairfield County Board of Commissioners, Fairfield County, Ohio to submit to the electors of

the Library District of the Fairfield County District Library the questions of a replacement of an existing tax for current expenses of the Fairfield County District Library.

(R.C. Sections 5705.03, 5705.23, 5705.192)

Replacement of an Existing Tax Levy

WHEREAS, the Board is a board of library trustees appointed pursuant to Sections 5705.03, 5705.23, 5705.192, Ohio Revised Code, and is a board of library trustees described in Section 3375.32, Ohio Revised Code; and

WHEREAS, the Board desires the Fairfield County Board of Commissioners to replace, pursuant to Ohio Revised Code Section 5705.192, a tax levied under Section 5705.23, Ohio Revised Code, for Fairfield County; and

WHEREAS, the Fairfield County Auditor has certified that the above-referenced tax will generate \$1,875,000 during the first year of collection, based on the current assessed valuation of the library district of the Library of \$3,772,555,200.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Library, a county district library of Fairfield County, Ohio, two-thirds of all the members thereof concurring, that:

Section 1. It is hereby declared that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Library and that it is necessary to levy a replacement tax of the current half mil (0.5) mill operating levy, \$11.19 for each one hundred thousand dollars of the county auditor's appraised value, and approved by the voters of the library district of the Library on November 6, 2018 in excess of such limitation for current expenses of the Library. Accordingly, the Board of Commissioners of Fairfield County, Ohio (the "Library Taxing Authority"), the taxing authority to whose jurisdiction the Board is subject, is hereby requested to submit to the electors of the library district of the Library, as established under R.C. Chapter 3375, at the general election to be held November 7, 2023 the question of replacement of an existing tax for current expenses of the Library, which tax shall be levied on the entirety of the territory of the library district of the Library located in Fairfield County.

Section 2. This Board hereby requests the Fairfield County Board of Commissioners to adopt a resolution under Section 5705.192 Ohio Revised Code, and other applicable provisions of law, to submit to the electors of the library district of the Library at an election to be held therein on November 7, 2023 the question of such a replacement of an existing tax for current expenses of the Library.

Section 3. Such tax levy shall be for 10 years at a rate not exceeding 0.5 mills for each one dollar of taxable value, which amounts to \$17.50 for each one hundred thousand dollars of the county auditor's valuation. The county auditor estimates that such tax levy will collect \$1,875,000 annually during its term.

Section 4. Such tax levy shall be placed upon the tax list and duplicate for the current tax year, beginning 2024, first due in calendar year 2025, if a majority of the electors voting thereon vote in favor thereof.

Section 5. The Board finds, determines and declares that the levy of the tax, if approved by the electors, is necessary to the proper furnishing and rendering of free public library services in the library district of the Library for the residents of such library district.

Section 6. The Fiscal Officer of the Board, acting on behalf of the Board, is hereby directed to certify a copy of this resolution to the Dr. Carri Brown, Fairfield County Auditor.

Section 7. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all

deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.11, Ohio Revised Code.

After discussion, a roll call vote was taken and the results were:

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Matt Wideman, "Aye". The President declared the motion adopted.

44-23 SALE AND DISPOSAL OF LIBRARY EQUIPMENT

Be it resolved, upon motion by Mark Bohach, seconded by Bryan Everitt, that the Board of Trustees has reviewed the attached inventory of miscellaneous library equipment and furniture. The Board declares all items as surplus property and approves the sale or disposal of all items in accordance with Board policy.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; and Margaret Quamme, "Aye". The President declared the motion adopted.

There being no further business, the meeting adjourned at 10:59 a.m.

