

**FAIRFIELD COUNTY DISTRICT LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 15, 2023**

The Fairfield County District Library Board of Trustees met for its regular meeting on Tuesday, August 15, 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, Makaila Tussing, and Matt Wideman.

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.

61-23 APPROVE AGENDA

Be it resolved, upon motion by Bryan Everitt, seconded by Lisa Evangelista, that the Board of Trustees approves the agenda.

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.

SWEARING IN

Board of Trustee, Makaila Tussing, 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?"

Tussing responded: "I do". Tussing will serve the unexpired term of former Board member Mary Mesi until June 30, 2027.

FRIENDS OF THE LIBRARY REPORT – Becky Schaade

- The Friends of the Library passed their 2023-2024 budget. They approved an increase to both the Library's juvenile and adult summer reading programs for next year.
- The Garret Players will be performing *Assisted Living: The Musical* on August 18, August 19, and August 20, 2023.
- The Garret Players are again collaborating with Ohio University Lancaster and the Lancaster Playhouse on the performance of *A Very American Christmas* on December 1 and December 2, 2023.

PUBLIC PARTICIPATION

There was no public participation.

DIRECTOR'S REPORT – Becky Schaade

- Wideman attended the Library's Wands & Wizards Wizarding Academy on Thursday, August 10 with his family. Wideman said that the Main Library was totally decked out in Harry Potter themed decorations and scenery. That the events held and staff participation were well done which made it a great experience for him and his sons. Schaade commented that since so many organizations and businesses participated in the Wands & Wizards Weekend, the Library events were well

attended but not overwhelmed. For the Wizarding Academy alone there were approximately 500 guest plus over 500 in attendance for all other programs. The door count for the weekend was double the count of the weekend before.

- The summer reading programs have wrapped up. It was a very successful year with more than 1,100 customers participating and more than 80% finishing the program.
- The Library will begin to offer a newly designed Library card for September's Library Card Sign-up Month. This design will be the only one offered to streamline operations. Customers will not have to give up any of the previous designs.
- Schaade has been invited to present a 'flash talk' on the Library's Early Literacy Centers at the Crane Center for Early Childhood's 10th Symposium at The Ohio State University. Their theme this year is "Getting Ready to Read".
- The Library traded in the 2012 truck, plow, and salt spreader for a new Ram Promaster cargo van. The Library will work on getting its logo added to the new truck and updating the logo on all other library vehicles.
- The Limestone Façade project has been completed. The Library will be completing the paperwork with SHP in the next few weeks.
- Current estimated repairs on the elevator is that the materials should ship around mid-September, and once received, onsite installation is estimated at 2 to 3 weeks. However, Schaade feels the timeframe could be extended and will keep the Board apprised of the timeline.
- Due to manufacturing lead times, Schaade does not believe the chiller can be replaced before next summer so the Library is looking at a fall installation. In that regard, the Buildings Manager Dave Clark, England, and Schaade met with SHP to get the chiller replacement project started. SHP anticipates the bid period to be four weeks long, most likely from the end of September to the end of October.
- The Central Library Consortium (CLC) Governing Council voted to approve Westerville Public Library joining the CLC. This will bring the CLC membership to 18 libraries in Central Ohio. Based on 2022 Public Library Survey data, Westerville will bring approximately 113,000 registered borrowers and approximately 230,000 physical items to the consortium. It is a long process to add a library and probably will not be finalized until around Labor Day weekend 2024.
- The Ohio Library Council (OLC) Convention and Expo in September will be held in Cincinnati. The Public Library Association (PLA) Conference in April 2024 will be held in Columbus. These conferences will provide a few upcoming opportunities for professional development for staff. Schaade is particularly excited about PLA coming to Columbus next year. It is Schaade's anticipation that several staff members will want to go since the conference is happening so close to home.
- The Fairfield County Budget Commission approved a one-year PLF agreement for the Fairfield County District Library, the Pickerington Public Library, and the Wagnalls Memorial Library.

Personnel

RESIGNATION, Sheila Zirkle, Library Assistant III – Branch Location (Baltimore), 20 hours per week, \$15.34 per hour, hire date October 17, 2021, resignation effective September 9, 2023.

SECRETARY'S REPORT

62-23 JULY REGULAR MEETING MINUTES

Be it resolved, upon motion by Bryan Everitt, seconded by Nathan Hale, that the minutes of the July 18, 2023 regular meeting be approved as submitted.

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

FINANCIAL REPORT – Alyssa England

- Ohio tax collections were down 1.76% being \$229,000; therefore, the Public Library Fund (PLF) distribution was \$13,075 less than expected for the month of August. The Library is approximately down \$60,000 for the year.
- The Library received the second half of the property tax distribution which was approximately \$27,000 more than expected.
- Interest on accounts is up by \$90,000.

63-23 FINANCIAL REPORT & CHECK REGISTER

Be it resolved, upon motion by Lisa Evangelista, seconded by Mark Bohach, that the financial report and the check register as of July 31, 2023 be approved as submitted.

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

DONATIONS

No new donations were received.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

Nathan Hale thanked the Library for participating and providing Library items for the new staff orientation.

There being no further business, the meeting adjourned at 10:45 a.m.