

Defiance Public Library Board of Trustees
Regular Board Meeting
November 20, 2019

The Board of Trustees of Defiance Public Library met for its monthly meeting on Wednesday, November 20, 2019, at the Defiance Public Library in Defiance, Ohio; notice of said meeting pursuant to O.R.C. 121 having been posted.

President Michael Wahl called the meeting to order at 4:02 pm. In attendance were Board members: Susan Mack, Chris Korhn, Jane Yoder, Taryn Lawson, Todd Comer and Ken Boroff. Staff members present: Nancy Roehrig, Elaine Talbert and Shannon McClure.

Visitors present: None

Susan Mack and Ken Boroff reported on the activities of the Johnson Memorial and Sherwood Branch libraries Friends' Groups, respectively.

The Finance Committee met on Wednesday, November 13, 2019 at 12:00 pm at the Main Library for the monthly review of the library finances. The 2020 A-O Wage Schedule and 2020 Health Insurance estimated costs were also reviewed. Committee Chair Ken Boroff, member Michael Wahl, and CFO Nancy Roehrig were present. Ken Boroff reported to the Board the PLF was above expectations for October, and the library is operating within the expense budget.

Consent Agenda

Susan Mack moved and Chris Korhn seconded the motion to approve the Consent Agenda.

- Approval of the minutes of the October 30, 2019 meeting at the Sherwood Branch Library.
- Approval of the October 2019 financial reports as reviewed by the Finance Committee and approval of the payment of bills for November 2019.
- Approval of the Fiscal Officer's Report as presented

The Year-to-Date General Fund Activity for October 2019:

General Fund	\$ 1,787,316.11
	+ 1,800,452.41
	- 1,464,940.26
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	\$ 2,122,828.26

October PLF	\$109,414.02
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- Approval of the Library Operations Report
- Approval of the adjustments to the 2020 Holiday & Closings Calendar
 - Correcting the three days for Christmas from December 24, 25 and 28 to December 23, 24 and 25.
 - Noting additional clarification for July 4th and December 26th, which are Saturday closings that are not paid per policy.

Motion carried.

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Items for Discussion

2020 A-O Wage Schedule for Administrative, Professional and Management Staff

Taryn Lawson moved and Todd Comer seconded the motion to approve the 2020 A-O Wage Schedule for Administrative, Professional and Management Staff, and the salary of the Chief Fiscal Officer for 2020. Motion carried.

2020 Wage and Salary List

Jayne Yoder moved and Susan Mack seconded the motion to approve the 2020 Wage and Salary List for all Library System Employees. Motion carried.

First Name	Last Name	Rate
Elizabeth	Alexander	12.81
Cynthia	Allen	10.26
Cara	Bolley	18.274
Joan	DeSota	10.45
Amy	Eitniear	9.36
Mindy	Enderle	18.854
Brenda	Froelich	9.87
Hilary	Gabers	10.26
Karlee	Harris	10.26
Amber	Headley	10.35
Katherine	Holtsberry	19.772
Renee	Hopper	19.435
Krista	Kirsch	10.35
Pamela	Kranenburg	18.662
Sarah	Marshall	13.39
Shannon	McClure	16.87
Marja	McGuire	21.712
Craig	Miller	10.54
Christina	Pergram	10.29
Kristy	Pollock	10.33
Angela	Powell	19.317
Zachary	Ridgway	9.42
Patricia	Rigg	14.52
Nancy	Roehrig	29.483
Gail	Rutherford	20.085
Hannah	Short	10.38
Donna	Smith	15.62
Tabitha	Sullivan	19.201
Elaine	Talbert	17.396
Emily	Waisner	12.71
Victoria	Westrick	12.87
Lora	Wood	10.57

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2020 Health Insurance Estimated Cost

The Chief Fiscal Officer informed the Board that health care costs for 2020 will increase approximately 7.95%. Overall, because of staffing changes, insurance costs are not expected to increase over 2019 amounts.

Board Member Terms

Susan Mack, Jayne Yoder and Taryn Lawson confirmed they wish to be reappointed to another four year term. Todd Comer will not be seeking reappointment. The Board recommends Mrs. Laura Connor of Defiance to the Defiance City Council to replace Mr. Comer.

The date for the 2020 Organizational meeting was set for Wednesday, January 8, 2020 at 12:00 noon at Kissner's Restaurant.

The annual Staff Recognition luncheon for 2018 will be held on Wednesday, December 4th from 12:00 noon to 1:30 pm at the Main Library in Defiance.

4:21 pm

Jayne Yoder moved and Chris Korhn seconded the motion to enter into executive session for the purpose of discussing the employment and compensation of personnel. Roll Call Ayes: Michael Wahl, Susan Mack, Chris Korhn, Jayne Yoder, Taryn Lawson, Todd Comer and Ken Boroff. Nays: None. Motion carried.

4:49 pm

Taryn Lawson moved and Jayne Yoder seconded the motion to return to regular session. Motion carried.

Todd Comer moved and Taryn Lawson seconded the motion to approve giving each employee of the Defiance Public Library System a \$200.00 bonus, payable with the December 5, 2019 payroll. Motion carried.

The next regular meeting of the Library Board is scheduled for Wednesday, December 18, 2019 at 4:00 pm at the Defiance Public Library, Defiance, Ohio.

Jayne Yoder moved and Chris Korhn seconded the motion to adjourn the meeting.

Meeting adjourned by Board President Michael Wahl at 4:53 pm.

_____, President

_____, Secretary