

Defiance Public Library Board of Trustees  
Regular Board Meeting  
April 27, 2022

The Board of Trustees of Defiance Public Library met for its monthly meeting on Wednesday, April 27, 2022, at the Defiance Public Library; notice of said meeting pursuant to O.R.C. 121 having been posted.

President Chris Korhn called the meeting to order at 5:00 pm. In attendance were Board members: Beth Michel, Laura Connor, Susan Mack, Ken Boroff and Dennis Sobecki. Staff members present: Nancy Roehrig, Elaine Talbert, and Renee Hopper.

Visitors present: None

Adult Services Manager Renee Hopper talked to the Board about her current position at the Defiance Public Library and her and gave some background on her over 20 year history working at DPL. Renee reviewed the many online services the library offers for patrons.

Laura Connor, Susan Mack and Nancy Roehrig updated the Library Board on the activities of the Friends of the Defiance Public, Johnson Memorial and Sherwood Branch libraries, respectively.

The Finance Committee met on April 15, 2022, at 12:00 pm at the Defiance Public Library to review March 2022 financials. Committee Chair Ken Boroff, Chris Korhn, CFO Nancy Roehrig and Library Director Cara Potter were in attendance. Ken Boroff reported the PLF for March exceeded estimates, as did the first levy distribution for 2022. Expenses continue to run below budgeted levels.

Consent Agenda

Susan Mack moved and Dennis Sobecki seconded the motion to approve the Consent Agenda.

- Approval of the Minutes of the Regular Library Board meeting on March 30, 2022.
- Approval of the March 2022 financial reports as reviewed by the Finance Committee and approval of the payment of bills for April 2022.
- Approval of the Fiscal Officer's Report as presented

Year-to-Date General Fund Activity through March 2022:

Beginning Balance	\$ 2,611,888.77
Revenue	+ 792,293.12
Expenses	- 432,881.15
Month End Balance	<u>\$ 2,971,300.74</u>

March PLF \$ 109,071.98

- Approval of the hiring of Victoria Schmersal, 40-hour Youth Services Associate at a rate of \$14.41 per hour and a start date of May 2, 2022.
- Approval of the following vacation days for CFO Nancy Roehrig
  - July 5 – 8, 2022

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- August 4, 5, 26 and 29, 2022
- Approval of the following transfer in the Coronavirus Relief Fund:
  - From: DPL Maintenance Services                      \$650.00
  - To: DPL Maintenance Supplies                      \$650.00
- Approval of an increase in General Fund appropriations from the cash balance of \$1,700.00 in DPLFR Adult Programming Services.
- Approval of a transfer in the General Fund as follows:
  - From: SBL Maintenance Services                      \$1,134.40
  - To: SBL Maintenance Supplies                      \$1,134.40
- Approval of an increase in General Fund revenue in Unrestricted Contribution, Gifts for \$1,117.00 and appropriations in Rent/Lease for \$1,117.00.
- Approval of an increase in General Fund revenue in Unrestricted Contributions, Gifts for \$3,244.00 and appropriations in Summer Reading Supplies (DPLS) for \$3,244.00.

Motion carried.

Items for Discussion

Beth Michel moved and Susan Mack seconded the motion to approve changing the open hours for the Sherwood Branch Library for Sherwood Spring Fling from May 13 and 14, 2022, to May 21, 2022, from 10:00 am to 4:00 pm. Motion carried.

Nancy Roehrig updated the Board on the recruiting efforts for the open 20-hour Handy person and 20-hour Circulation Assistant positions.

Board members discussed possible candidates for filling the vacancy created by the resignation of Kenyotta Stantz from the Board of Trustees.

Fall 2022 Levy – First Resolution

Dennis Sobecki moved and Laura Connor seconded the following motion:

WHEREAS, this Board wishes to initiate proceedings for the submission to the electors of Defiance County at the general election to be held November 8, 2022, the question of a renewal of an existing .75 mill tax levy for operating expenses of the Library,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Defiance Public Library, Defiance County, Ohio, two-thirds of all the members concurring that:

- It is necessary to renew the existing .75 mill tax for operating expenses of the Defiance Public Library
- The Defiance County Auditor is hereby requested to certify the total current tax valuation of the County of Defiance, Ohio and the amount to be generated during the first year of collection of a renewal of an existing .75 mill levy of the Defiance Public Library

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- The Fiscal Officer of this Board is hereby authorized and directed to deliver a certified copy of this resolution to the Defiance County Auditor.
- It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and 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 121.22 of the Ohio Revised Code.

Roll Call Ayes: Chris Korhn, Beth Michel, Laura Connor, Susan Mack, Ken Boroff and Dennis Sobecki. Nays: none. Motion carried.

5:45 pm

Beth Michel moved and Dennis Sobecki seconded the motion to enter into Executive Session for the purpose of discussing employment and compensation of public employees.

Roll Call Ayes: Chris Korhn, Beth Michel, Laura Connor, Susan Mack, Ken Boroff and Dennis Sobecki. Nays: None. Motion carried.

5:57 pm

Laura Connor moved and Ken Boroff seconded the motion to return to Regular Session. Motion carried.

The next Regular meeting of the Library Board is scheduled for Wednesday, May 25, 2022, at 5:00 pm at the Johnson Memorial Library, Hicksville, Ohio.

Beth Michel moved and Ken Boroff seconded the motion to adjourn the meeting.

Meeting adjourned by President Chris Korhn at 5:58 pm.

\_\_\_\_\_, President

\_\_\_\_\_, Secretary