

Defiance Public Library Board of Trustees  
Regular Board Meeting  
May 25, 2022

The Board of Trustees of Defiance Public Library met for its monthly meeting on Wednesday, May 25, 2022, at Johnson Memorial Library, Hicksville, Ohio; notice of said meeting pursuant to O.R.C. 121 having been posted.

Branch Associate Amber Headley talked to the Board about her background and her job at Johnson Memorial Library. Amber reviewed the many events JML has planned for the next few months as part of this year's Summer Reading program.

President Chris Korhn called the meeting to order at 5:18 pm. In attendance were Board members: Susan Mack, Ken Boroff and Dennis Sobecki. Staff members present: Nancy Roehrig, Cara Potter and Angela Powell.

Visitors present: None

Chris Korhn and Cara Potter, and Dawn Hostettler updated the Library Board on the activities of the Friends of the Defiance Public and Johnson Memorial libraries, respectively.

The Finance Committee met on May 11, 2022, at 4:00 pm at the Defiance Public Library to review April 2022 financials and the May 2022 Cash Flow Projection Report. Committee Chair Ken Boroff, Chris Korhn, CFO Nancy Roehrig and Library Director Cara Potter were in attendance. Ken Boroff reported to the Board the PLF for April exceeded estimates, as did overall revenues for the month. 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 April 27, 2022, the Records Commission meeting on April 27, 2022, with updates, and the Emergency Board meeting on May 17, 2022.
- Approval of the April 2022 financial reports as reviewed by the Finance Committee and approval of the payment of bills for May 2022.
- Approval of the Fiscal Officer's Report as presented.

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

Beginning Balance	\$ 2,611,888.77
Revenue	+ 906,302.95
Expenses	<u>- 606,201.37</u>
Month End Balance	\$ 2,911,990.35
April PLF	\$ 106,428.08

- Approval of the following General Fund revenue and appropriation adjustments:
  - An increase in revenue in Unrestricted Contributions, Gifts for \$300.00

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- An increase in appropriations in JML Adult/Reference Books for \$300.00  
The adjustments record a gift received from the Max Haver family in memory of Lois Gump.
  - An increase in revenue in Unrestricted Contributions, Gifts for \$200.00
  - An increase in appropriations in JML Children’s Supplies for \$200.00  
The adjustments record a gift received from Tena Pruitt, to be used for Children’s programming.
  - Approval of the following Permanent Improvement Fund revenue and appropriation adjustments:
    - An increase in revenue in Unrestricted Contributions, Gifts for \$10,000.00
    - An increase in appropriations in Furniture and Equipment for \$860.00  
The adjustments record a gift received from Quintin Yao to cover the cost of a new plaque for the Reading Room; the balance will remain in the fund for future use
- Motion carried.

Items for Discussion

The Board discussed a replacement for member Kenyotta Stantz, who resigned from the Board in April, and asked the Library Director to write a letter recommending Rebecca Mansel-Pleydell to Defiance City Council to fill Ms. Stantz’s term.

Susan Mack moved and Dennis Sobecki seconded the following motion:

WHEREAS, the Board of Trustees (the “Board”) of the Defiance Public Library, City of Defiance, Defiance County, Ohio (the “Library”) is a board of library trustees appointed pursuant to Section 3375.12, Ohio Revised Code, and is a board of library trustees described in Section 3375.32, Ohio Revised Code; and

WHEREAS, the Board desires the City Council of Defiance (the “Library Taxing Authority”) to renew a tax levied under Section 5705.23, Ohio Revised Code, for operating expenses; and

WHEREAS, the Defiance County Auditor has certified that the above-referenced tax will generate \$706,940 during the first year of collection, based on the current assessed valuation of the Defiance County of \$1,105,474,580;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Defiance Public Library, City of Defiance, Defiance 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 renewal tax in excess of such limitation for operating expenses of the Library. Accordingly, the City Council of Defiance, Defiance 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 Defiance County, as established under R.C Chapter 3375, at the general election to

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be held November 8, 2022, the question of a renewal of an existing tax levy for operating expenses of the Library, which tax shall be levied on the entirety of the territory of the library district of the Library located in Defiance County.

Section 2. This Board hereby requests the City Council of Defiance of the Library Taxing Authority to adopt a resolution under Section 5705.23, Ohio Revised Code, and other applicable provisions of law, to submit to the electors of the Defiance County at an election to be held therein on November 8, 2022, the question of such to renew an existing tax levy for operating expenses of the Library.

Section 3. Such tax levy shall be for 5 years at a rate not exceeding seventy-five hundreds (.75) mills for each one dollar of valuation, which amounts to 7.5 cents for each one hundred dollars of valuation.

Section 4. 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 Defiance County for the residents of the Defiance County.

Section 5. The Fiscal Officer of the Board, acting on behalf of the Board, is hereby directed to certify a copy of this resolution to the Finance Director of the Library Taxing Authority.

Section 6. 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.

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

CFO Nancy Roehrig reviewed the Cash Flow Summary report which includes the five-year income and expenditure projections for the library system for the purpose of informing library stakeholders of the long-term financial picture. Public Library Fund (PLF) funding has exceeded the State's expectations by 23% through May. County Levy revenues have exceeded revenue estimates by 10%. Projected income in the schedule is flat because of the uncertainty of estimating future revenue. Taking the current inflationary environment into consideration, expenditure levels have been adjusted by 5%. The schedule shows that by 2027, the library's cash reserve will be able to sustain library operations by just under 4 months.

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6:04 pm

Ken Boroff moved and Susan Mack seconded the motion to enter into Executive Session for the purpose of discussing employment and compensation of public employees, and for discussing the acquisition and sale of property.

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

6:09 pm

Susan Mack moved and Ken Boroff seconded the motion to return to Regular Session. Motion carried.

Library Director Potter reported that she received verification from the library's property & casualty insurance agent that it is acceptable for trustees and members of the Friends to use the library van.

The next Regular meeting of the Library Board is scheduled for Wednesday, June 22, 2022, at 5:00 pm at the Defiance Public Library, Defiance, Ohio.

Dennis Sobecki moved and Susan Mack seconded the motion to adjourn the meeting.

Meeting adjourned by President Chris Korhn at 6:19 pm.

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

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