

Defiance Public Library Board of Trustees
Special Board Meeting
January 4, 2024

The Board of Trustees of Defiance Public Library met for a Special meeting on Thursday, January 4, 2024, at 311 Fort Street, Defiance; notice of said meeting pursuant to O.R.C. 121 having been posted.

President Laura Connor called the meeting to order at 5:01 pm. In attendance were board members: Ken Boroff, Beth Michel, and Rebecca Mansel-Pleydell.

5:02 pm

Beth Michel moved and Ken Boroff seconded the motion to enter into executive session to consider the investigation of complaints against a public employee.

Roll Call Ayes: Ken Boroff, Beth Michel, Laura Connor, and Rebecca Mansel-Pleydell.

Nays: None. Motion carried.

5:36 pm

Beth Michel moved and Rebecca Mansel-Pleydell seconded the motion to return to regular session. Motion carried.

Other Items for Consideration

Beth Michel moved and Rebecca Mansel-Pleydell seconded the motion for the library board to email the appended memo to all DPLS employees. Motion carried.

The next regular meeting of the library board is scheduled for Wednesday, January 24, 2024, at 5:00 pm at the Defiance Public Library.

Meeting adjourned by Board President Laura Connor at 5:41 pm.

_____, President

_____, Secretary

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Date: January 5, 2024

To: All DPLS Staff

From: The Board of Trustees of DPLS

Thank you to all who completed the survey!

What happens next? We are in the process of reviewing the responses and will share the results once we have completed our review. As an initial matter, however, we noted certain narrative responses that, pursuant to Library policy listed below, necessitate the notices which follow in bold.

The Library actively supports and encourages non-discriminatory employment policies and practices and is committed to fostering the growth and development of its employees. No employee or applicant will be discriminated against on the basis of race, color, ancestry, religion, national origin, citizenship, gender, pregnancy, gender identity, sexual orientation, age, veteran or military status, disability, genetic information, or any other characteristic protected by federal, state, or local law. [Personnel Policy Manual, Sec. 1.4]

The Library will make reasonable accommodations for qualified individuals with known disabilities to perform their essential job functions, unless doing so would result in undue hardship to the Library. Applicants or employees who believe they need a reasonable accommodation should contact their supervisor or library director. All requests received will be evaluated individually and responded to appropriately. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training. [Personnel Policy Manual, Sec. 1.4]

The objective of [the Discrimination and Harassment] Library policy is to create a positive work environment that is free from hostile, offensive, intimidating, harassing, or discriminatory conduct that unreasonably interferes with an employee's work due to any of the types of harassment described within this policy. This policy is meant to prevent unwelcome conduct, so all forms of unlawful harassment are prohibited. [Personnel Policy Manual, Sec. 7.7]

If an employee is the subject of, or becomes aware of, harassment or discrimination, the employee must immediately communicate this information – without fear of retaliation – to one or more of the following individuals: the Library Director, the Chief Fiscal Officer or the employee's supervisor. If, for any reason, an employee prefers not to discuss the issue with any of these individuals, the employee is encouraged to report the issue to the Personnel Committee of the Board of Trustees. [Personnel Policy Manual, Sec. 7.7]

Consistent with Library policy, we urge any employees who believe they have a disability for which a reasonable accommodation is needed to contact their supervisor or the Library Director, or alternatively, contact the Personnel Committee, so that the issue may be promptly addressed. Additionally, employees experiencing conduct in the workplace that they believe is discriminatory should report the conduct to the Library Director, the Chief Fiscal Officer, or the employee's supervisor, or alternatively, contact the Personnel Committee, so the issue may be promptly addressed.

Thanks again for playing a vital part in this process. Your feedback will enable us to better understand the issues and help us formulate a plan to move forward. We remain committed to improving the workplace for all in the Defiance library system, and look forward to announcing our next steps in this process.

If you have any questions in the interim, please contact the Personnel Committee.