

Meeting of the Board of Trustees
Wayne County Public Library
Monday, June 20, 2022, 6:00 p.m., Rittman Branch Library

ROLL CALL: Peter Abramo, Bill Bailey, Doug Drushal, Francey Morris, Tricia Pycraft

Excused: Pat Neyhart, Sandy Wenger

Also Present: Jennifer Shatzer, Director; Hayley Tracy Bursley, Assistant Director; Christopher Bailey, Fiscal Officer; Donna Teece, Deputy Fiscal Officer; Pam Schemrich, Rittman Branch Manager, Jarra Underwood, Wayne County Auditor (attended first part of meeting)

CALL TO ORDER: Mr. Drushal called the meeting to order at 6:05 p.m.

COMMENTS FROM THE PUBLIC: There were none.

PRESENTATION BY COUNTY AUDITOR:

Resolution 18-2022: Resolution requesting the Wayne County Auditor certify the current tax valuation of the Library and the amount generated during the first year of collection of a renewal with a tax increase. Mr. Bailey moved to approve the certification and the amount generated, and Mr. Abramo seconded. Motion passed by roll call.

Ms. Underwood proceeded to certify the levy taxation of renewal with a .2% increase. She also certified the amount Certificate of County Auditor (DTE 140R): the estimated property tax revenue that will be produced by the renewal with .2 increase is calculated to be \$3,310,000.00.

Resolution 19-2022: Requesting Wayne County, Ohio to submit to the electors of the entire territory of the library the question of a renewal with a tax increase levy for current expenses of the Wayne County Public Library (R.C. Sections 5705.03, 5705.23, 5705.25). Mr. Bailey made a motion to approve the submission and Ms. Morris seconded. Motion passed by roll call.

She reminded us of the deadline for filing is in August and will meet with us at the commissioner's meeting on July 27th. After the Board of Elections filing is complete, the auditor's office will put the valuation on the auditor's website so the cost of the levy can be seen by the homeowner.

APPROVAL OF BOARD MINUTES:

Ms. Pycraft moved to approve the May 16, 2022, Regular Board meeting minutes, and Mr. Bailey seconded. The motion passed unanimously.

DIRECTOR'S REPORT:
Rittman Branch Spotlight

Ms. Schemrich, the Rittman Branch Manager, is excited about the new William Robertson nature preserve and hopes to incorporate the nature preserve with library programming. Ms. Shatzer thanked Pam for all her hard work volunteering with the nature preserve's start-up. Ms. Schemrich participated in Safetytown and signed up new kindergarteners with library

cards. She was pleased to see that these new families and students visited the library after the Safetytown program. She had lots of praise for her staff and noted they were a creative group which turns into great programming.

Ms. Shatzer hopes to receive the value engineering part of the budget from Bogner Construction Management by the end of the week. They are looking at alternative less costly building items that may save us some money. Pricing rose despite cost savings found previously. Contractors are hesitant to price for the future and are pricing aggressively. We may be able to save when the bidding goes out. She wants to schedule a special board meeting for the Rittman project next week to review this budget. Shelving and furniture are not part of this project. In the property exchange, we will need to decide on the amount of title insurance needed. The title insurance company suggested to cover land and building of between 6 and 6 ½ million.

Strategic plan - staff are working on setting objectives based on information provided by the State Library consultant. Once this is completed, she will present it to the Board. Ms. Shatzer noted it is time to organize a levy committee and asked the Board for suggestions of campaign chair and treasurer. Several Board members will reach out to potential candidates. Ms. Shatzer has been the interim treasurer for the PAC between levies. Ms. Shatzer will start working on informational brochures.

Administrative Items: We had 6 terminations this month and Ms. Buchwalter is busy filling seven open positions. Ms. Pycraft moved to approve the administrative items and Ms. Morris seconded. Motion carried.

COMMITTEE REPORTS:

Finance and Audit Committee:

May 2022 Financial Report: Balance sheet is at \$6.9 million. Star Ohio interest rates have increased from .89% at end of month to now 1.34%. General fund encumbrance is \$1.248 million with \$2.29 million overall. Income statement reveals the PLF received \$441,000 which is 46.9% above estimates. YTD, PLF is averaging 21.4% above estimates. In debt service fund, the first one-half year interest payment was made for \$23,900. Mr. Abramo moved to accept the May 2022 financial report, and Mr. Bailey seconded. Motion carried.

Resolution 20-2022 May 2022 Donations: Ms. Pycraft moved to accept the May regular donations and Ms. Morris seconded. The motion passed by roll call.

Resolution 21-2022 May 2022 Memorial Donations: Mr. Bailey moved to accept the May memorial donations and Mr. Abramo seconded. The motion passed by roll call.

Resolution 22-2022 – Approving Amendment to the Architect Agreement for Construction Documents Phase Compensation for the new Rittman Branch: Mr. Bailey explained this is to authorize the Rittman construction's next phase of construction document development for the architects. It is based on the newly revised budget which is 4.7% higher. Ms. Pycraft moved to accept the amendment and Ms. Morris seconded. Motion passed by roll call.

Finance Committee: No report.

Facilities Committee: No report.

Human Resources Committee: No report.

Operations Committee: No report.

Rittman Ad Hoc Committee: No report

UNFINISHED BUSINESS: There was none.

NEW BUSINESS:

Mr. Bailey asked the Board to consider the amount of title insurance we need to purchase for Rittman. Mr. Drushal explained what title insurance is and why it is necessary. He stated that we may not need to purchase the 6.5 million coverage, that one half of this amount may be sufficient especially since the land's use was a school for many years. Mr. Chris Bailey noted the one-time cost of the insurance is \$3,500 per million of coverage. Mr. Bill Bailey moved to approve for \$4 million of coverage and Ms. Pycraft seconded. Motion passed unanimously.

CORRESPONDENCE: Ms. Shatzer distributed a stack of cards from Northwestern school students thanking staff for the wonderful library field trip. She also received thank you cards from the schools for "Reading under the Lights" participation. Ms. Morris sent a thank you to Ms. Schemrich thanking her for her work with Safetytown. The poll workers from Dalton sent a thank you for the use of the Dalton Library for elections. Ms. Shatzer noted that SRC numbers are very good and almost back to pre-covid numbers.

COMMENTS FROM THE PUBLIC: None.

Mr. Drushal nominated Mr. Chris Bailey to be a member of the Wooster City Schools Business Advisory Board and he is now on the board. Mr. Chris Bailey thanked him for the honor.

ADJOURNMENT: Ms. Pycraft made a motion, seconded by Mr. Abramo to adjourn the meeting at 6:44 p.m. The motion passed unanimously.

Doug Drushal, President

Francey Morris, Secretary