

Weston Public Library Board of Trustees Meeting  
May 8, 2023, at the Grand Rapids Branch of the Weston Public Library

CALL TO ORDER

Edward Wolfram, President, called the meeting to order at 6:04 p.m.

ROLL CALL OF BOARD MEMBERS

Wolfram, present; Carson, present; Sommerfeld, present; Gamby, present; Patel, present.  
Shepard and Archambo were not present. The Director asked for each member to be excused. A  
Motion to Excuse Shepard and Archambo from the May 8, 2023, meeting was made by Sommerfeld.  
Second by Carson. Roll call: Sommerfeld, aye; Carson, aye; Patel, aye; Wolfram, aye; Gamby, aye.  
Motion carried.

Staff members present: Shelen Stevens, Darla Froman and Deb Gross.

APPROVAL OF MINUTES

Patel made a motion, second by Sommerfeld, to approve the March 13, 2023, Regular Meeting  
Minutes with no additions or corrections. Roll Call: Sommerfeld, aye; Carson, aye; Patel, aye; Wolfram,  
aye; Gamby, aye. Motion carried.

PUBLIC COMMENTS

No public comments were made.

FINANCIAL REPORT

Board Members indicated they had reviewed the financials and there were no additions or  
corrections. A Motion to Approve the Financial reports as submitted was made by Carson; second by  
Wolfram. Roll call: Sommerfeld, aye; Carson, aye; Patel, aye; Wolfram, aye; Gamby, aye; Motion  
carried. A comment was made that the Otsego School Board had approved the appropriations as  
presented but commented that "they seemed large". The Fiscal Officer again explained the Board  
revenue and appropriations.

### OLD BUSINESS

The Board was to discuss the schedule of meetings for 2023, but two board members were absent, therefore, a Motion to table the discussion of the schedule of meetings was made by Sommerfeld: Second by Patel. Roll Call: Sommerfeld, aye; Carson, aye; Patel, aye; Wolfram, aye; Gamby, aye. Motion Carried.

An update was given regarding the repairs to the Weston Library building. The Director indicated that all work was done with the exception of installation of a weather strip around the door. Projected delivery of the shelving is Friday May 12, 2023. The Director does not think that the building will have to close. She also stated Downey Heating and Plumbing is installing heat tape over each of the water lines to prevent future freezing of those lines. She further indicated she is gathering information regarding fire and water alarm systems. No Board action was taken.

The Director provided a typical attendance report to the Board, as it was asked about at the last meeting. The attendance numbers continue to increase post Covid-19. No Board action was taken.

### NEW BUSINESS

A discussion was held regarding the Records Retention Policy. It was noted in previous meetings that the Board discussed this and decided that no audio recording would be made of the meetings. Board Member Sommerfeld is, however, recording the meetings using an MP3 device which will require the Board and the Director to maintain those records pursuant to Ohio Public Records laws. A discussion was held regarding the continued recording of the meetings, the mechanism for Board Member Sommerfeld's submission of the records to the Director and how the Director will maintain those records. Additionally, the Records Retention Policy of the Board will be reviewed. However, no Board action was taken at this time.

An update from the Finance Committee was made by Sommerfeld. The Committee met prior to the meeting and reviewed the Public Library Fund amounts and percentage of disbursements. No Board action was taken.

The Director indicated that Sunshine Law Training will be taking place at BGSU in August. The Director and the Fiscal Officer will be attending. Any Board member is also welcome to attend. No Board action was taken.

#### DIRECTOR UPDATE

The Director updated that she, along with the Fiscal Officer and several Board members attended the OLC Trustee Dinner in Perrysburg.

The Director updated that she attended the State Legislation Day in Columbus. She stated Gov. DeWine spoke about his attention to literacy in Ohio and that they will be revamping the fundamental reading in public schools.

The Director updated that House Bill 33 has passed the House and is now in the Senate. There could still be effects felt by the libraries if the income tax rate reduction is passed. She stated House Bill 33 consolidates the two lowest income tax brackets and reduces the rate of that new lowest bracket to 2.75%. It suspends indexing of income tax brackets and exemptions for inflation for tax years 2023 and 2024. The Bill further eliminates the authority of local governments to levy replacement property tax levies beginning in 2025. Local governments, including libraries, will still have the option to propose a renewal levy, renewal with an increase/decrease, or a new/additional levy. The Bill further eliminates provisions contained in the governor's proposal related to seed libraries. It also increases the competitive bidding thresholds from \$50,000 to \$75,000 and includes a provision to increase threshold by 3% annually after calendar year 2024. Finally, it recommends funding the Public Library Fund (PLF) at the same level as proposed in the governor's proposal at 1.70% in permanent law.

The Director gave an update that the employee who was previously on leave has returned to work. Additionally, there is one new per diem employee training in both buildings.

The Director updated that the pest control contract with Terminex has been terminated due to poor service and billing issues. Banfax has been contracted at a lower rate.

The Director updated that Rutter's Custom Cleaning has been contracted to clean both buildings. The cost is \$4,200 per year and they will clean both buildings once per week. Trash pickup in Grand Rapids will be eliminated, as Rutter's will bring the trash to the dumpster in Weston.

The Summer Reading Program theme will be "All Together Now".

The Woodlink Budget Breakfast will be held Friday, June 16, 2023, at 8:00 a.m. at the Wood County District Library Public Meeting Room. All Library Trustees are invited to attend.

OTHER:

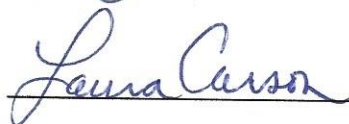
Patel indicated that it is his experience the young people are not using the physical library building, but all digital media. He indicated the Board may need to consider more digital media options.

ADJOURNMENT

Sommerfeld made a motion, second by Gamby, to adjourn the meeting. Roll call: Sommerfeld, aye; Carson, aye; Patel, aye; Wolfram, aye; Gamby, aye; Motion carried. The Meeting was adjourned at 7:03 p.m.



\_\_\_\_ President Edward Wolfram



\_\_\_\_ Secretary Laura Carson