

*Board of Trustees of the Upper Sandusky Community Library*

*Minutes*

*November 8, 2018*

The Upper Sandusky Community Library Board of Trustees convened on Thursday, November 8, at 12:15 p.m. in the Library Board Room with the following members present: Ms. Jenny Romich, Ms. Amy Aldridge-Ritchey, Ms. Dianne Grafmiller, Ms. Jill Logsdon and Ms. Ann Kemerley. Ms. Laurie Scheck and Mr. Todd Leightey were absent. Director Kathleen Whitt and Brian Hemminger of the *Daily Chief-Union* were also present.

President Jenny Romich asked for public comments. Hearing none, she asked if there were corrections or additions to the distributed minutes of the October meeting. Hearing none, Ms. Romich declared that the minutes stand as distributed.

Next on the agenda was a motion to ratify the payment of the bills. Ms. Romich asked if there were any questions about the bills. There were no questions about the bills, but a question was raised concerning a payment to the library from the Dorcas Carey Public Library. Ms. Whitt said this was a reimbursement for the fee for the Business Showcase at the Wyandot County Fair, which all of the Wyandot County libraries shared. Hearing no further questions, the motion was made and seconded to ratify the payment of bills; in a roll call vote, all present approved the bills.

Under old business, the Board discussed the Wyandot County Budget Commission's recommendation that the libraries within the county work together to agree on a formula for the distribution of the county's Public Library Fund revenues. Ms. Whitt said she had raised this issue when she met with the other directors last month. The feeling there was that the Budget Commission should determine the formula, and that there was some hesitation that in addressing this subject, tensions might arise among the libraries that existed in the past around budget formula discussions. Nevertheless, members the Board stated that they had heard several times from members of the Budget Commission that they (the Budget Commission) want the libraries themselves to agree on a fair distribution and submit this to the Commission, which consists of the county auditor, treasurer and prosecutor. The Board directed Ms. Whitt to reach out again to the other library directors in order to move toward such an agreement. It is not clear what the basis for the current levels of distribution is, and in order to be good stewards to the library's constituency, the Upper Sandusky Community Library needs to pursue this, and provide for a fair, data-based distribution.

Under new business, Ms. Whitt noted that Mr. Leightey's term of office will expire on December 31. Mr. Leightey being absent, and having no indication that he does not wish to continue serving, the Board nominated him to serve another term. Ms. Whitt will send a letter to the School Board with this recommendation.

The next item on the agenda was consideration of library goals for 2019. These include expanding the Adventure Central collection and the possible purchase of a 3D printer; investigating the feasibility of eliminating overdue fines; implementation of Wi-Fi printing; updating the phone system, lighting and facilities controls; and reconfiguring or expanding the teen area. The Board approved the goals as submitted.

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The Board next addressed the 2019 appropriations request presented by the director. The request shows a 3% increase over 2018 appropriations. The Board expressed some concern that the appropriations request is slightly higher than projected receipts, but Ms. Whitt explained that she is very conservative in estimating receipts, and actual expenditures are less than the amount appropriated. In 2017, expenditures were more than 11% under the amount appropriated, and revenues 5% over the projection; revenue was 15% over expenditures for the year. It was moved and seconded to approve the 2019 budget request at the category level, as presented by the Director; in a roll call vote, all present approved the motion.

In the Director's Report, Ms. Whitt reported that:

1. We are still trying to find a contractor to replace the drywall and ceiling tiles and baseboards that were damaged in the flooding incident in September. I have a quote for painting from Shumaker's once the drywall is installed.
2. The October 29 Adventure Central open house was a success. As of one week since this collection was made available, we have had about 30 circs for these items. The 3D printer we borrowed from Norweld is also drawing a lot of interest from both youth and adults.
3. The November 5 STEAMPunks meeting focused on Adventure Central materials such as programmable robots, a coding game, the interactive globe and other technology toys. Seventeen students attended this event; they were divided into groups, each of which learned about one of the items and then explained it to the rest of the attendees.
4. On November 8, Cheryl Lyon will present a travelogue type program called "Around the World in 80 Minutes," and featuring pictures, souvenirs and stories from her recent adventures.
5. On Thursday, December 6, we will host a family-friendly Gingerbread House workshop. We are asking for pre-registrations due to limited space. Registration is currently full, and we have a waiting list. The Modern Woodmen have generously offered to donate the materials for this program. We hope it may become an annual fun family tradition.
6. Karen is now visiting Westbrook, Fairhaven, and WCSN&RC each month for book discussion and memory activities. We are partnering with the Wyandot County Museum to present various objects of historical interest to promote conversation and interest among the residents. Attendance at each of these is growing as we determine an optimum schedule and awareness increases. So far we are averaging about 10 participants at each location.
7. We are continuing to look for ways to engage in partnerships with other businesses and groups within the community, in programming at the library, and in discussing ways the library can help with their needs. Our community partners were very helpful in the Bucket List campaign in October, and are helping promote events at the library by allowing us to place flyers and posters at their locations. We also had a pop-up at the Senior Connection during their holiday bazaar on November 1. This was helpful in raising awareness of library

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collections and services, especially among seniors who may not have visited the library recently.

8. On November 15, Jill Stansbery will celebrate 30 years of service with the library. Miss Jill is famous across generations for her wonderful story times for children. She is also a generous and supportive coworker, and greatly respected by those of us who work with her.
9. I have hired Lynn Shuman as an as-needed back-up maintenance custodian for Lynn Gottfried and Gus Corfman. Among other duties, he will keep the walks shoveled for the library again. Last year he did this on a contract basis.
10. There were no Memorial/Honor/Donations in October 2018.

There were no Items Not on the Agenda.

Ms. Romich asked if there were any other items for discussion. Hearing none, she asked for a motion to adjourn. The motion being made and seconded, the meeting was adjourned at 1:15 p.m.

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President

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Secretary