

PICKERINGTON PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
June 26, 2023

The Board of Trustees of the Pickerington Public Library met in regular session on June 26, 2023 at 6:57 p.m. in the Sycamore Plaza Library Branch of the Pickerington Public Library at 7861 Refugee Road, Pickerington, OH 43147. Members present: Cristie Hammond, Mike Jones, Mary Herron, Alissa Henry, Beth Muncy, Ashley Hughes, and Todd Stanley.

Student Trustee Representatives present: Alyssa Gray. Staff members present: Tony Howard, Library Director, Brenda Oliver, Fiscal Officer and Colleen Bauman, Executive Manager – Community Engagement.

Call to Order

Meeting called to order by Cristie Hammond.

Roll Call

Excused Absence: Mikayla Wagner

Secretary's Report

Consent Agenda

1. Minutes
 - a. May 15, 2023 Regular Board meeting minutes
 - b. May 15, 2023 FAB Committee Meeting Minutes

2. New Staff
 - a. Norma Spencer started as a Customer Service Assistant at main on June 12th at \$12.52 an hour
 - b. Rhonda Berning started as a Customer Service Assistant at main on June 14th at \$12.52 an hour
 - c. Corina Iagganni started as the Information and Research Services Manager on June 20th at \$54,000 salary
 - d. Ryan Mangus started as a Customer Service Assistant at main on June 22nd at \$12.52 an hour
 - e. Emily Perkins starts as the Communications Assistant on July 5th at \$20 an hour

3. Donations
 - a. Brad, Kay, and Ali Soddors donated \$100 in memorial of Joan Howdyshell-Underwood
 - b. Linda Crow donated \$25 in memorial of Joan Underwood
 - c. Suellen Goldsberry donated \$50 in memorial of Joan Underwood to purchase Christian Fiction

- d. \$50 anonymously donated in memorial of Joan Underwood
- e. David and Ann Levacy donated \$100 in memorial of Joan Underwood
- f. Tony and Chris Howard donated \$100 in memorial of Joan Howdysshell Underwood
- g. Sue and Randy Ziegler, Bobbi and Brad Williams, Beth Smith and Doug Arrasmith donated \$50 in memorial of Joan Underwood
- h. Thomas and Karen Ansel donated \$10 in memorial of Joan Underwood
- i. Harvey Underwood donated Taste of Kitchen Favorites by Taste of Home Publishing in Memory of Joan Underwood is valued at \$24.99

06-01-23 Motion to approve the Consent Agenda

Todd Stanley made a motion to approve the Consent Agenda items. Mary Herron seconded.

Roll Call: Mike Jones-yes, Alissa Henry-yes, Mary Herron-yes, Cristie Hammond-yes, Todd Stanley-yes, Ashley Hughes-yes, Beth Muncy-yes. Motion passed with no changes.

Public Participation

None

Friends of the Library Report

Finance Committee

Fiscal Officer's Report

Brenda shared with the Board what the Finance Committee discussed. Brenda asked if there were any questions from the May financial reports. There were none. She shared that the library had purchased multiple CD's and laddered them from 8 to 24 months. She reported that the Board of Education approved the 2024 Budget at the June 12th school board meeting and the budget has been sent to Fairfield and Franklin Counties Budget Commissions.

Other Committee Reports

Beth reported that the Fundraising Committee met and is planning a fundraising event for March of 2024. The next meeting is September 18th at 6pm.

Director's Report

Quarterly Strategic Focus

Enriching Our World

Significant Issues

- External
 - **HB 33 (State Budget Bill) – Ohio Senate Talking Points**
 - OLC has issued another call to action on the state biennium budget
 - **Call to Action & Talking Points**
 - At this time, we need library directors, fiscal officers and boards of trustees to reach out to the Speaker of the House [Jason Stephens](#), Senate President [Matt Huffman](#), members of the Budget Conference Committee listed above and Governor [Mike DeWine's](#) Office.
 - Urge them to:
 - Fund the Public Library Fund (PLF) in permanent law at 1.74% of the total GRF. It is estimated that even with the updated revenue estimates, the proposed Income Tax changes and Commercial Activities Tax changes will indirectly reduce the PLF by almost \$23 million over the biennium. We are respectfully asking the Conference Committee to increase the PLF to offset those reductions.

Organizational Performance

- As part of leading the organization, I regularly look at our data to gauge where we are in the various areas of our operations. Being almost half way through the year, I found this data enlightening and encouraging
- Customer Visits
 - Sycamore Plaza
 - 2022 – 13708
 - 2023 – 21124
 - 54% increase in visits over last year
 - Main Library
 - 2022 – 52886
 - 2023 – 73260
 - 32% increase in visits over last year
 - Overall we our library system has a 34.5% increase in customer visits year over year
- Physical Circulation
 - Sycamore Plaza
 - 2022
 - Lockers – 9612

- In Library – 23375
 - Location Total – 32987
 - 2023
 - Lockers – 8318
 - In Library – 28946
 - Location Total – 37264
 - 12% increase in physical circulation for the branch
- Main Library
 - 2022
 - Lockers – 3865
 - In Library – 218020
 - Drive-up Window - 3290
 - Location Total – 225175
 - 2023
 - Lockers – 3609
 - In Library – 228648
 - Drive-up Window - 2244
 - Location Total – 234501
 - 4% increase in physical circulation for Main
- Library On-the-Go
 - 2022 - No stats
 - 2023 - 3739

Points of Information

Fiber Connection

Cyril has been working with Spectrum to install an additional fiber connection at Main Library. This project keeps being pushed back due to permitting and planning. As of this morning, we were notified that all permitting is approved and the project is estimated to be complete by late July

Staffing Update

Leadership Team

- We have filled the leadership positions for Customer Service and Information & Research and are working on onboarding and training the two new Managers.
- The Cataloging and Acquisitions Supervisor should be ready to post this week.
- Frank Moriconi, our Facilities Manager, is still off work on medical leave. He is expected to return on light duty. We are pricing out companies that can support facilities maintenance through the rest of this year. This will help Frank while on lite duty and help him get caught up on tasks.

Leadership Training

We are investigating a few options for professional development for our leadership team.

PARC School Supply Drive

As co-founders of the Pickerington Area Resource Coalition (PARC), we have agreed to participate in a school supply drive during the month of July. Both locations will serve as drop off locations for the supplies. We will also serve as the sorting and pick up location for the supplies. This means that other members of PARC will send volunteers on Sunday August 6, 2023 to sort the supplies and pack the backpacks.

The supplies are specifically for Pickerington School District students in grades K-6th. We have supply lists from each school and members of PARC will deliver the filled backpacks to each elementary and middle school in the school district.

Staff Member Highlight

Lauren Edmonds has worked for the library for three year and ten months as the Reading Initiatives and HHC Coordinator for Main Library. Lauren has exceptional organization skills and is detail oriented. These traits make her well suited for success in her position. She continues to successfully organize and lead Summer and Winter Reading under the guidance of the Youth Services Manager. She works diligently to build strong relationships with the library's customers. It is not uncommon for her supervisor or the Director to receive positive customer feedback about Lauren. She has grown our volunteer support to over 100 people during her time at the library. For these reasons, Lauren is being highlighted before the Board of Trustees.

ELT PTO Dates

Tony - July 7, July 20 & 21, July 27

Brenda – July 3

Community Engagement Report

Stats:

Total Wireless Users By Location						
	Location	2019	2020	2021	2022	2023
January	Main	2380	2279	1330	552	2102
January	Sycamore	225	489	245	297	362
February	Main	2493	2382	587	1,245	2,161
February	Sycamore	271	498	232	277	415
March	Main	2554	1601	831	1532	2347
March	Sycamore	338	419	260	314	440
April	Main	2687	82	852	1671	2350
April	Sycamore	408	177	291	330	455
May	Main	2707	140	889	1569	2396
May	Sycamore	464	244	288	335	483

Social Media;

Who is Donna Maturri? New 'Jeopardy!' winner blows Mayim Bialik away with victory over five-day champion

[By Ritvik Mawkin](#)

Published on : 23:15 PST, Jun 23, 2023



Mayim Bialik was shocked to witness Donna Maturri win the game in last round against five-day champion Ben Goldstein (ABC)

LOS ANGELES, CALIFORNIA: In another topsy-turvy episode of '[Jeopardy!](#)', a five-day champion eventually lost his winning streak to a new contestant. In an intense Final Jeopardy round, Ben Goldstein was leading the way with \$16,200 but as fate would have it, he wagered a tad too much and lost it all to Donna Maturri, who was crowned the winner at the end of the episode. It was Ben's game all the way but Donna came back from the dead to defeat the five-day champ and stunned host Mayim Bialik, who remarked that the game so far had been extremely competitive.

Social media responses:

Greetings from Kansas. We have always been Jeopardy fans and found in KS that it is on Fox at 3:30 pm. We tape it and watch it at our leisure. On Friday evening we watched the show and one of the contestants was Donna Maturri. I remembered working with her when I was volunteering at the library after I retired. I double checked on Google to make sure my memory was working. Don't know if you caught the show or not, but she won ! The final category was Women Authors... what could be better for a librarian 😊!! Hope all is well with the library. Linda Meisner

Zach Horan - Congrats to librarian Donna Maturri for winning her first game of Jeopardy! on the 6/23/2023 episode, well done Donna my dear.

David Weaver - MEGA kudos and a round of applause to Columbus' Donna Maturri, who became the new champion on Friday's "Jeopardy." I had the pleasure of working with Donna and [Pickerington Public Library](#), where she was Assistant Director, on both the [Ohioana Library Association's](#) Ohioana Book Festival and the PPL Teen Book Fest. <https://meaww.com/who-is-donna-maturri-new-jeopardy...>

Volunteers:

Place	Assignment	Hours	May 2023 Volunteer	Total	Total Volunteer
Main	Main - Events	10.75	3	27	7

	Main - General	46.5	11	238.7 7	43
	Main - HHC (3-7p.m.)	2.75	1	50.25	12
	Main - Orientation/Training	0	0	0	0
	Main - Shelving	37.75	14	441.2 5	55
	Main - Summer Reading Table	14	4	14	4
Total		111.75	25	771.2 7	81
Sycamore Plaza	Syc - Events	0	0	4.5	1
	Syc - General	13.5	3	142.5	16
	Syc - Homework Help Center (3-7p.m.)	7.5	2	86	6
	Syc - Orientation/Training	0	0	0	0
	Syc - Shelving	15.5	5	15.5	5
	Syc - Summer Reading Table	0	0	0	0
Total		36.5	9	248.5	18
	Grand total:	148.25	33	1,019 .77	96
	The May Volunteer of the Month was Barb Daniel. Barbara Daniel is a regular Homework Help Volunteer at Sycamore Plaza Library. In her time as a volunteer, students have gotten to know her by name, often asking for her math expertise and coming in specifically when she is volunteering. She is truly a huge help each week when she comes in!				

Volunteer orientations and trainings:

Volunteers were a huge help at Comic Fest on May 27. They helped with button making, the video game room, Summer Reading Table, youth crafts, and cleanup....as well as routine shelving support!

Lauren onboarded/trained 21 volunteers in May.

Along with the Outreach Coordinator and Youth Librarian, Lauren spoke with a representative from Fairfield County Department of Disabilities about volunteer opportunities for one of their clients.

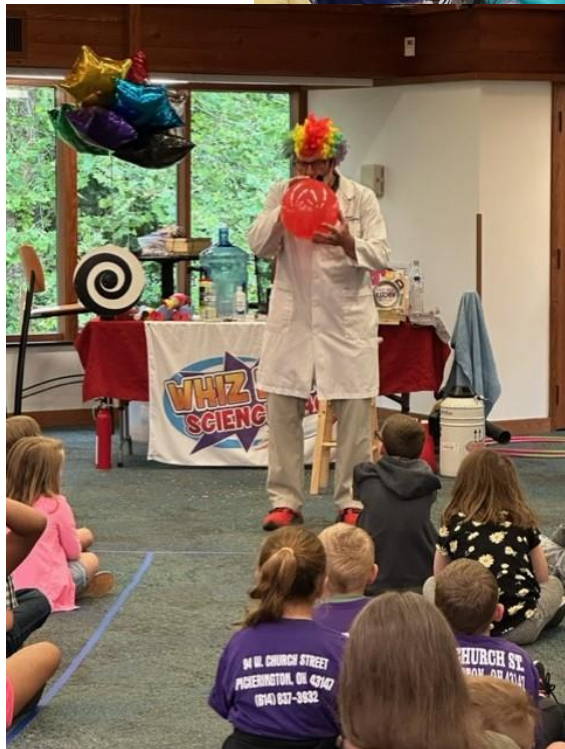
Events:

Sycamore Adult 11 classes/events with 43 attendees
Teen 5 classes/events with 18 attendees
Youth 3 classes with 65 attendees
Outreach 3 events with 11 attendees (book clubs)
PPL Main Adult 5 classes/events with 33 attendees
Teen 7 events with 97 attendees
Youth 9 events with 733 (Comic Fest had 445 people)
Outreach 3 events with 593 visitors

Event Name	Event Date	Location	Target Group	Adult Total	Children Total	Teenager Total
Chocolate Hop	5/5/2023	Downtown Pickerington	Child	63	100	15
Family Night SCE	5/11/2023	Sycamore Creek Elementary	Child	54	61	5
Family Fun Night	5/12/2023	Pickerington Elementary	Child	62	86	10

Upcoming events & outreach:

July 6 – Partnering with Pickerington Community Theater to have Belle storytime
July 10 – Who’s Who in your backyard Garden with OSU Extension
July 10 – Insect Investigations @ Coyote Run
July 11 – Science of Sharks with WAVE on Wheels (Newport Aquarium)
July 13 – Foxes in Folklore – Ohio Canid Center
July 13 – Teen Finances workshop
July 22 – Dinosaur Dimensions
July 25 - Lafferty Pike Bluegrass Band
Summer Feeding – Wednesdays in June is Library Day
Farmer’s Market – July 20
Lifeline of Ohio Mascot Dash – July 8 (support organ donation)



Old Business

PLF Update and Discussion

On June 7, 2023, the libraries of Fairfield County met to discuss the PLF Distribution Agreement. As requested by Wagnalls Memorial Library (WM), Library Trustee representatives were present. Board President Cristie Hammond, Director Tony Howard, and Fiscal Officer Brenda Oliver were Pickerington's representatives.

During this meeting, Wagnalls Memorial's Board President stated that they had a claim to Bloom Township as part of their service area. He read a lengthy statement refuting the State Library's authority over deciding the service area of their library.

Fairfield County District Library (FCDL) came to the meeting ready to compromise and proposed to allow Wagnalls Memorial to claim a portion of Bloom township. The meeting ended without resolution. Wagnalls Memorial and Fairfield County District Library agreed to meet in order to try and resolve their service area dispute.

On June 23, 2023, the Directors of all three libraries in Fairfield County met. During this meeting, I was informed that WM and FCDL were unable to come to an agreement regarding their service area dispute. In fact, Becky Schade from FCDL stated that it would take the State Library or legal action to determine the service area.

It was stated by the other two Libraries that they would like to use data to inform a decision, but they need more time to resolve the service area issue. Furthermore, they acknowledge that Pickerington has had a lot of growth in the community, but are concerned how to balance that with WM's funding needs so they do not have to close. The two Libraries requested a one-year agreement with the following breakdown.

- FCDL 63%
- PPL 29%
- WM 8%

This is a .5% increase for PPL. They also requested that next year we look at how other counties decide their PLF Distribution in order to help us come up with a long-term agreement. Licking County was brought up as an example. I shared that Licking County's Agreement was created in the 1980's and the percentages had not changed even though the county population had changed quite a bit.

I asked the Libraries what their plan was to resolve the service area question. WM shared that they plan to reach out to the Township and State Library in order to have their library changed to a Township Public Library. FCDL shared that they have the high ground because the law is on their side. They plan to wait and see what happens.

As part of our negotiations this year, we identified appropriate categories to consider for our updated PLF distribution formula. The categories we agreed should be included in the formula are as follows:

Population of Service Area
Total Circulation

Buildings (SQ FT)
Area served

The disagreement over service area stalled negotiations. The chart below shows the current per capita for each library this year. The first one shows WM with Lithopolis as a service area. The second chart shows what the per capita would be if WM had Bloom Township in their service area.

	Population	2023 PLF	Per Capita
Fairfield County District Library	103,051	\$3,092,107	\$30.01
Pickerington Public Library	55,517	\$1,423,351	\$25.64
Wagnalls Memorial Library	2,134	\$392,649	\$184.00
		\$4,908,107	

	Population	2023 PLF	Per Capita
Fairfield County District Library	95,026	\$3,092,107	\$32.54
Pickerington Public Library	55,517	\$1,423,351	\$25.64
Wagnalls Memorial Library	10,159	\$392,649	\$38.65
		\$4,908,107	

Consider two options

Option 1: Agree with the other two Fairfield County Libraries' request for an agreement that increases PPL's percentage to 29% through FY 2024

Option 2: Do not agree with the other two Fairfield County Libraries' request and take our chances with the Fairfield County Budget Commission to determine the PLF Distribution percentages for the libraries in the County.

Action Requested

Provide the Director and Fiscal Officer with guidance either through a vote to accept the requested PLF Distribution Agreement through 2024 or deny the request and instruct them to contact the County Auditor regarding the Board's decision.

06-02-23 Motion to not accept the other two Fairfield County Library's offer and notify the Budget Commission that we were unable to come to an Agreement for 2024 PLF Distribution Fiscal Year

Mike Jones made a motion to not accept the other two Fairfield County Library's offer and notify the Budget Commission that we were unable to come to an agreement for 2024 PLF Distribution Fiscal Year. Todd Stanley seconded.

Roll Call: Ashley Hughes-yes, Todd Stanley-yes, Cristie Hammond-yes, Alissa Henry-yes, Mike Jones-yes, Beth Muncy-yes, Mary Herron-yes. Motion passed.

New Business

Guiding Ohio Online Grant Transfer

The library has been approved for the Guiding Ohio Online Grant for 2023-2024 for two Technology Trainers at 15 hours a week. The library needs to transfer local funds into the grant fund.

The library committed 25% matching funds for this grant of \$5,839. The total Federal funds expected between July 2023 and June 2024 is \$17,818. In 2023, \$8,910 is expected in Federal revenue and the remaining balance of \$8,908 will be received in 2024. The library did not spend \$923.21 of the local funds from the 2022-2023 Guiding Ohio grant. The library needs to transfer \$4,915.79 into the Guiding Ohio Grant Fund for 2023-2024.

06-03-23 Motion to Approve the Resolution to transfer \$4,915.79 from 1000-910-910-0000 General Transfers-Out to 2008-931-0000 Guiding Ohio Online Grant Fund Transfers-In

Beth Muncy made a motion to approve the Resolution to transfer \$4,915.79 from 1000-910-910-0000 General Transfers-Out to 2008-931-0000 Guiding Ohio Online Grant Fund Transfers-In. Mary Herron seconded.

Roll Call: Todd Stanley-yes, Mike Jones-yes, Cristie Hammond-yes, Alissa Henry-yes, Ashley Hughes-yes, Mary Herron-yes, Beth Muncy-yes. Resolution passed.

Bereavement Hours

On June 8th, Joan Underwood a current staff member unexpectedly passed away. The viewing services were in the afternoon of Wednesday, June 14th and her funeral was Thursday, June 15th. The Bereavement Leave Policy states that “the Library will close to the public in order for current employees to attend the funeral service”. The library closed at noon on June 14th and all-day June 15th. The Bereavement Leave Policy does not address how the staff will be compensated for the library closing in this specific situation. Bereavement Leave hours are normally paid based on part-time or full-time status and does not take into the account the schedule for each day. The Unexpected Closing of the Library Policy does not address this situation, but in this policy, it compensates staff based on scheduled hours for the unexpected closing.

After reviewing the policies, this was an unexpected closing of the library, but we are proposing it be paid as bereavement hours for the staff members to grieve and attend services of their fellow co-worker.

06-04-23 Motion to Approve the Resolution to pay all staff members bereavement hours based on their scheduled work hours on June 14th and June 15th starting at noon on June 14th and all-day June 15th to attend viewing and services for staff member Joan Underwood

Mike Jones made a motion to approve the Resolution to pay all staff members bereavement hours based on their scheduled work hours on June 14th and June 15th starting at noon on June 14th and all-day June 15th to attend viewing and services for staff member Joan Underwood. Beth Muncy seconded.

Roll Call: Mary Herron-yes, Mike Jones-yes, Todd Stanley-yes, Beth Muncy-yes, Cristie Hammond-yes, Alissa Henry-yes, Ashley Hughes-yes. Resolution passed.

For the good of the order

Adjournment

Cristie adjourned the meeting at 7:51 p.m.

Next Board Meeting:

Regular Board Meeting
July 17, 2023 @ 7pm at Main Library

Cristie Hammond
President

Mary Herron
Secretary