

PICKERINGTON PUBLIC LIBRARY BOARD OF TRUSTEES MEETING  
05/20/2024

The Board of Trustees of the Pickerington Public Library met in regular session on May 20, 2024 at 7:00 p.m. in the Pickerington Public Library at 201 Opportunity Way, Pickerington, OH 43147. Members present: Cristie Hammond, Mike Jones, Mary Herron, Alissa Henry, Beth Muncy, Ashley Hughes, and Todd Stanley. Student Trustee Representatives present: none Staff members present: Tony Howard, Library Director, Chuck Ressler, Fiscal Officer, Colleen Bauman, Executive Manager - Community Engagement Dorinda Ellinger-Human Resource Generalist. Also, in attendance: Theresa Wessel, President of the Friends of the Pickerington Public Library.

Call to Order

Meeting called to order by Cristie Hammond.

Roll Call

Excused Absence(s): None  
Unexcused Absence(s): None

Secretary's Report

a. Consent Agenda

1. April 15, 2024 Regular Board Meeting minutes
2. Staffing Changes
  - a. Macie Penrod- Started April 14, 2024 as a full-time Outreach Specialist at an hourly rate of \$16.50
  - b. Austen Corder- Started April 14, 2024 as a part-time Customer Assistant at an hourly rate of \$12.52
3. Guiding Ohio Online Grant Contractor- Caden O'Boyle- Started April 14, 2024 as a 30 hour per week Technology Trainer at an hourly rate of \$15.00. Caden's Contract ends June 30, 2025.

PICKERINGTON PUBLIC LIBRARY BOARD OF TRUSTEES MEETING  
April 15, 2024

The Board of Trustees of the Pickerington Public Library met in regular session on April 15, 2024 at 7:08 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 in at 7:1 Op.m., Beth Muncy, Ashley Hughes, and Todd Stanley. Student Trustee Representatives present: Mikayla Wagner. Staff members present: Tony Howard, Library Director, Chuck Ressler, Fiscal Officer, Colleen Bauman, Executive Manager - Community Engagement Dorinda Ellinger-Human Resource Generalist. Also in attendance: Theresa Wessel, President of the Friends of the Pickerington Public Library.

## Call to Order

Meeting called to order by Cristie

## Hammond. Roll Call

Excused

Absence(s):

none

Unexcused

Absence(s):

## **05-01-24 Motion to approve the Consent Agenda**

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

### Friends of the Library Report

Friends of the Library reported \$40,340, the book sale was \$4938. Children's book sale for the summer reading is June 7<sup>th</sup> and 8<sup>th</sup> and giving away a free book to anyone 18 and younger. New collaboration with Jared Schatz of Book history and he is organizing the books and selling the more valuable books on ecommerce and he's splitting with us 50%. He is a combat wounded veteran. He is also helping to organize all of the books in the shed and backroom.

### Finance Committee

Discussed about employee health insurance with the committee about employee and employer rates for Anthem and what the Oswald Company our new Broker was able to negotiate with Anthem. Also, changing from Paychex payroll system to Rippling that HRIS/payroll system all in one.

### Fiscal Officer's Report

Chuck Ressler shared with the Board what the Finance Committee discussed. Also mentions about paper shredding and also battery recycling. Also switching from IT pathways to IT services for 50% rate reduction and better customer service. Chuck Ressler asked if there were any questions from the financial reports. There were none.

### Other Committee Reports

Finance committee said that Andy from Combustion states they can have fundraising events whenever and however often they would like. Discussing the options for that. Fundraiser at Combustion was very successful. Goal was met at \$1225 and 10% of sales from 4:00 to 10:00 pm were \$228 and some change.

### Director's Report

To: Cristie Hammond; Michael Jones; Mary Herron; Alissa Henry;  
Ashley Hughes; Beth Muncy; Todd Stanley; Mikayla Wagner

From: Tony Howard

Date: May 20, 2024

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## **Quarterly Strategic Focus**

Enriching our World

### **Significant Issues**

- External
  - PLF Update
    - Over the course of the past ten (10) months, the three libraries have been meeting to negotiate an agreement for the distribution of the PLF.
    - During the April negotiations, it was determined that an amicable agreement couldn't be made due to a dispute over service area (Wagnalls Memorial and Fairfield County District Library).
    - Leadership from each Library notified the County Auditor and in Mid-May, the Auditor requested data, budgets, and explanations of budgets.

- On May 18, 2024 the County Auditor issued a memo to the three Libraries Outlining the documentation submitted and the following information

*Chart of Percentages Based on Six Variables & Rounded-Up for Wagnalls, Dividing the Remainder Among the Other Two Libraries for 2025 in Accordance with the Most Recent Proration by Consensus*

<i>Developing Percentages for 2025</i>	<i>Pickerington</i>	<i>Fairfield County</i>	<i>Wagnalls Memorial</i>
Sum of Six Variables	1,528,469	1,945,476	255,063
Percentage of the Total Six Variables, taken together	0.409886326	0.521714112	0.068399562
<i>Round up to the nearest percent for the smallest percentage; prorate on current percentages for the remainder among the other two libraries</i>			
	32.68	60.32	7.00
<i>2025</i>	<i>32.68</i>	<i>60.32</i>	<i>7.00</i>
<i>2024, most recent consensus</i>	<i>32.50</i>	<i>60.00</i>	<i>7.50</i>

For 2026 and going forward, the data collection tool can be used to begin discussion for consensus. In this way, as the variables and impacts to the budget change, the most recent data can inform the review and discussion.

- **Board Action** – Determine if this decision is acceptable to the Board or If the Board wished it to be Challenged in August at the County Budget Commission Hearing.
- Legislation
  - According to the Office of Budget and Management (OBM), state tax receipts came in below estimate again last month by \$224.4 million ( – 8.4% below estimate for the month of April). OBM has indicated that the shortfall is related to higher-than-expected personal income tax refunds. In addition, the Commercial Activities Tax for April came in \$39.9 million below estimate. With two months left in Fiscal Year 2024, overall fiscal

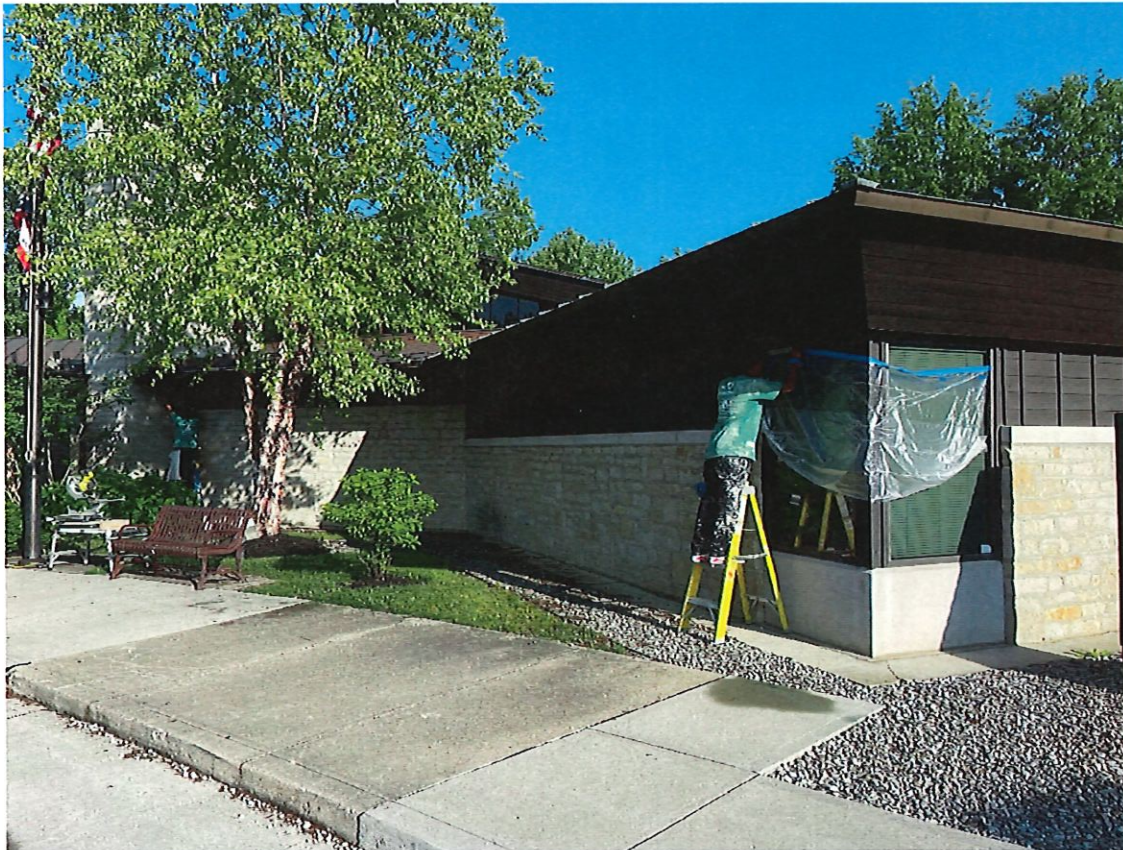
year-to-date state tax revenues are down by \$446 million (or - 1.9%).

- The Ohio Department of Taxation (ODT) posted the May 2024 Public Library Fund (PLF) distribution of \$42,174,542 – which is \$3.9 million (or – 8.49%) below ODT’s original estimate that was issued in July 2023; and \$3.87 million (or – 8.42%) below ODT’s updated estimate issued in December 2023.
  - Because state tax receipts have continually come in under estimate, the PLF is continuing to come in under estimate. For the first five months of this year, the PLF is now \$12 million below what was anticipated.
  - **Board Action** – Awareness only at this time. We are watching closely as the year progresses to determine future budgeting
- HB 344
- This bill if passed would eliminate our ability to put a replacement levy on the ballot
  - Libraries and OLC gave testimony on May 22, 2024.
  - Currently the Bill hasn’t been brought to the House floor for a vote.
  - **Board Action** - Be prepared to Contact Representative Jeff LaRe if this Bill is scheduled for a Vote in the Ohio House of Representatives.
- HB 556 was recently introduced at the Statehouse.
- This bill seeks to create criminal liability for certain teachers and librarians for the offense of pandering obscenity. The bill further defines a “school librarian” to include librarians employed in a school district public library

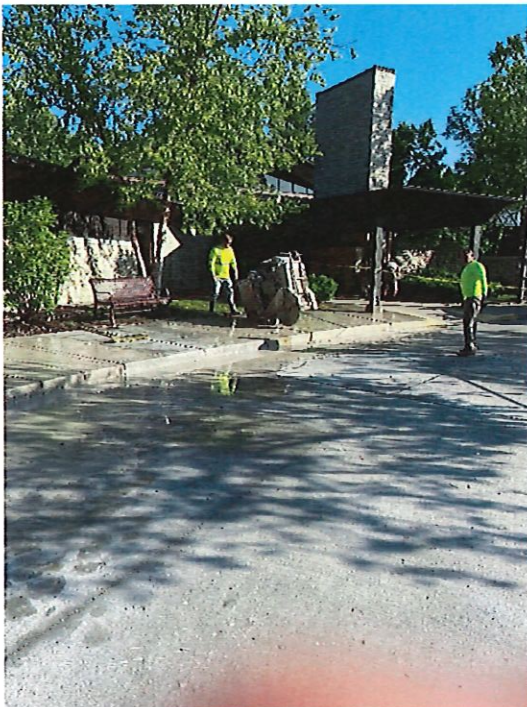
- This legislation is similar to other legislation being introduced around the country targeting school districts and school librarians over curriculum and materials.
- OLC has been in contact with Representative Matthews and School District Public Libraries were not intended to be included in this bill.
- **Board Action** - Be prepared to contact our local legislators if School District Free Public Libraries are not removed from this bill.

### Points of Information

- Painting the Outside of the Library
  - o To be completed this week



- Parking Lot
  - o Phase 2 Completed by the end of Next Week



- Replacing Pillars on Entryway Path
  - o We discovered that the center Pillars along the outside awning were deteriorating and needed replace.



**ELT PTO Dates**

Tony – May 24, 2024

May 31, 2024



Executive Manager - Community Engagement's Report

Executive Manager-Community Engagement  
Board Report  
May 20, 2024

CE Office:

Mobile app refresh (Colleen) and Website refresh (Emily) is moving along. We are working with Communico with an end of summer request timeline.

As we are working through this process, we are looking at all the different digital resources we have available, which ones we want on the app and are now collecting stats for all 56 resources.

CE staff PTO: Colleen May 24-June 2, Emily June 3-7

April Circulation	
Location	Unique Borrowers by Branch
Main Lockers	83
Library On-The-Go	0
Main Drive-up	31
Main	2,073
Sycamore Lockers	177
Sycamore	600
<b>Monthly Total:</b>	<b>2964</b>

Hoopla (Midwest Tape)								
2024	AUDIOBOOKS	BINGEPASSES	COMICS	EBOOKS	MOVIES	MUSIC	TELEVISION	TOTAL
Jan	543	8	83	136	49	39	44	902
Feb	505	6	55	138	52	24	9	789
Mar	565	10	70	169	39	44	57	954
Apr	562	12	69	157	50	53	70	973

Transparent Languages			

2024	Total Sessions	Unique Users	Total Session Time	Web Sessions
January	10	7	1:45:43	10
February	16	6	3:11:28	16
March	8	6	2:08:46	8
April	12	4	3:37:41	12

April breakdown		
English for French Speakers	9	60%
English for Spanish, Latin American Speakers	4	26.67%
English for English Speakers	2	13.33%

Mango Languages						
2024	Total Sessions	Web Sessions	Mobile Sessions	Total Learning Time	Ave. Learning Time	Courses
Jan	98	23	75	18:42:34	0:12:20	90
Febr	59	28	31	12:49:22	0:17:38	45
March	30	13	17	5:03:27	0:09:28	29
April	24	2	22	4:22:53	0:11:56	23

April breakdown	
Spanish, Latin American	11
Russian	8
French	1
Greek, Modern	1
Italian	1
Latin	1

PPL Event Stats:

Adult: Total of 83 participants

PPLM: 6

SPL: 1

Offsite: 3

Teens: 63

PPLM: 4

SPL: 4

Offsite: 0

Youth: Total of 889 participants

PPLM: 26

SPL: 5

Offsite: 2

2024 Chocolate Hop



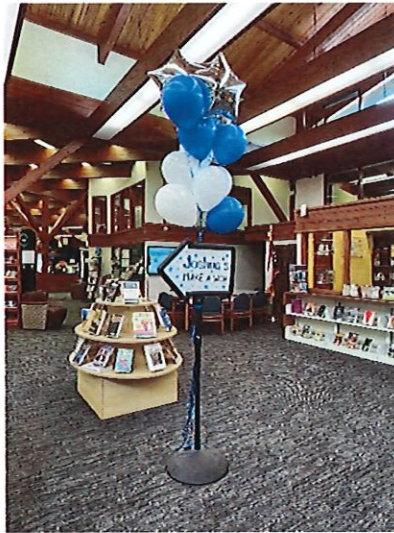
2024 PACC Raffle basket



May 18 – Dash book signing with Make-a-Wish  
Strong turn out for Joshua Chukwu's book signing 90-110 people

Make-a-Wish called to ask if we would be a part of a PLSD student's wish. Of course!  
He is a student at Ridgeview currently.

<https://www.dispatch.com/story/entertainment/events/2024/05/17/make-a-wish-chuckwu-book-signing-reading-pickerington-library-ohio/73733662007/>





Dash | Butler Books Online Store  
<https://www.butlerbooks.com/dash.html>

#### Upcoming Events:

Summer Reading begins June 1 and runs through July 31  
kicks off with Comic Fest on June 1 (see newsletter for all info)

Summer Feeding Fridays: June 7,14,21,28

Farmer's Market: June 6

Wands & Wizards Weekend  
Thursday, August 8- Saturday, August 10, 2024.

Wizard Faire in Victory Park  
Friday, August 9, 2024 4 – 9 pm  
PPL is hosting Ohio Falconry, Scavenger Hunt plus Library On-The-Go.

Old Business

New Business

**05-02-24 Motion to authorize looking at the least impact for Staff Appreciation?**

Cristi Hammond made a motion to approve. Mike Jones 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.

**05-03-24 Resolution to approve the 2025 Budget request of \$3,803,603 General Fund, \$710,000 Capital Projects Fund, \$2000 Healthy snacks Fund, and \$6645 Guiding Ohio Online?**

Mary Herron made a motion to approve. Todd Stanley seconded.

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

**05-04-24 Resolution to approve the Director and Fiscal Officer to award the main library access control and camera project to Security Cameras of Columbus with the lowest responsible proposal in the amount of \$40633.49, which includes 10% for contingencies or changes orders?**

Beth Muncy made a motion to approve. Mike Jones 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.

**05-05-24 Resolution to approve the proposed changes to the Disposal of Surplus furniture and Equipment Policy including changing the name to Asset Management Policy?**

Beth Muncy made a motion to approve. Mike Jones seconded.

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

**05-06-24 Motion to go into Executive Session to discuss Collective Bargaining Strategy per ORC 121.22 (G)(4) and Rule 3358:17-1-04.2(A)(4) of the Administrative Code**

Mary Herron made the motion to go into Executive Session to discuss Collective Bargaining Strategy per ORC 121.22 (G)(4) and Rule 3358:17-1-04.2(A)(4) of the Administrative Code. Mary Herron made a motion to approve. Mike Jones Seconded

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

Went into Executive Session at 8:16 pm

**05-07-24 Motion to come out of Executive Session- Collective Bargaining Strategy per ORC 121.22 (G)(4) and Rule 3358:17-1-04.2(A)(4) of the Administrative Code**

Mary Herron made the motion to go into Executive Session to discuss Collective Bargaining Strategy per ORC 121.22 (G)(4) and Rule 3358:17-1-04.2(A)(4) of the Administrative Code. Mike Jones Seconded

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

Came out of Executive Session at 8:52 pm

For the good of the order

Adjournment

Cristie adjourned the meeting at 8:55 p.m.

Next Board Meeting

FAB Committee Meeting  
June 17, 2024 @ 6:00 p.m. at Main Library

Regular Board Meeting  
June 17, 2024 @ 7:00 p.m. at Main Library

  
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Cristie Hammond  
President

  
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Mary Herron  
Secretary