

**FAIRFIELD COUNTY DISTRICT LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
FEBRUARY 18, 2025**

The Fairfield County District Library Board of Trustees met for its regular meeting on Tuesday, February 18, 2025 at the Main Library, 219 N. Broad Street, Lancaster, Ohio.

TRUSTEES PRESENT WERE: Mark Bohach, Lisa Evangelista, Bryan Everitt, Margaret Quamme, Makaila Tussing, and Matt Wideman.

TRUSTEES EXCUSED WERE: Nathan Hale.

Also attending were Becky Schaade, Library Director; Alyssa England, Fiscal Officer; and Leslie Yost, Administration Assistant.

The meeting was called to order at 10:13 a.m. by Mark Bohach, President.

15-25 APPROVE AGENDA

Be it resolved, upon motion by Bryan Everitt, seconded by Matt Wideman, that the Board of Trustees approves the agenda.

Roll call vote: Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Margaret Quamme, "Aye"; Makaila Tussing, "Aye"; and Matt Wideman, "Aye". The President declared the motion adopted.

FRIENDS OF THE LIBRARY REPORT – Becky Schaade

- Since last year's book donation day was well attended, the Friends again will hold another donation day on April 24, 2025 from noon to 4:00 p.m. with a rain date of April 25. This is approximately a week before the book sale.
- This year, the Friends reappointed Cathy Bitler as chair of the book sale; Karyl Holt as chair of receptions; and Muriel Ballou as chair of the Deck the Halls fundraiser.
- The Garret Players will be performing *Mrs. Packard* on May 7, 8, and 9, 2025.
- The holiday collaboration between OUL, The Lancaster Playhouse, and Garret Players raised over \$4,000 for the Friends of the Library plus an additional \$500 from concessions.

PUBLIC PARTICIPATION

There was no public participation.

DIRECTOR'S REPORT – Becky Schaade

- The Governor's biennium budget proposes that libraries receive an increase from 1.7% to 1.75% of the General Revue Fund (GRF) in permanent law. Ohio Library Council (OLC) is advocating for libraries to be funded at 2% of the GRF. In 2008, libraries received 2.2% of the GRF and have been reduced to the current level. Libraries received more money in 2000 than what was received in 2024. OLC has developed a detailed advocacy calendar for libraries to use when contacting legislators. Library Legislative Day will be held on Tuesday, April 8 which aligns with the goal date for the budget to be voted out of the House of Representatives.
- The Guiding Ohio Online program is going really well. Partnering with Pickaway County Public Library (PCL) on this grant has been seamless and beneficial to both libraries. Stats for the first six months of the program include 451 individual assistance sessions and fifteen scheduled

programs. Most common services provided included device setup, email recovery, transferring files between devices, and assistance with setting up and learning specific software and apps, including those services provided by the Library. PCL and FCDL plan to apply for this grant again for the fiscal year 2025 - 2026.

- Last year OPLIN let libraries know that they could no longer afford to purchase LinkedIn Learning for Ohio libraries. FCDL decided to purchase this resource for customers because of the high-quality training it offers. In 2024, there were 1,880 uses of this resource, which was an increase of 62% over the previous year. Usage in January 2025 more than doubled from last year. LinkedIn has agreed to flat pricing for 2025 of \$12,403. They are also offering that if you commit to subscribing for three years, the price you pay for 2025 will be locked in through June 30, 2028. However, Schaade would like to proceed with a one-year contract. The Board concurred to continue with LinkedIn Learning for another year.
- Schaade participated in a work group of local leaders who rely on property tax funding to provide services. The Ohio legislature has stated that they are committed to working to lower property taxes. In 2025, approximately 58% of FCDL's funds will come from PLF and 37% will come from property taxes. This group met with Auditor Carri Brown to hear her thoughts on the different ways the legislature has considered tackling this issue. Because this is a complex issue, there is also some opportunity to provide education around how levies work. The group will be reaching out to try and set up meetings with local state legislators to share their thoughts on the issue.
- The Library is partnering with the Friends of OUL Library to bring author Andrew Welsh-Huggins to Lancaster on Tuesday, March 25, 2025.
- FCDL is partnering with Ohio University Lancaster to have a free pre-release screening and panel discussion of the documentary *Free For All* on Thursday, March 27, 2025, which focuses on both the history of public libraries and how libraries are serving the public today. Panelists will include Schaade, Joyce Harvey, Mark Nevin, and Tony Howard, with Judy Carey-Nevin moderating.
- The Library is collaborating with the Glass Museum and the Georgian to host a Royal Adventure with activities planned at each location.
- The date for Wands & Wizards has changed to October 17 through October 19. With the Lancaster Festival being later than usual, and school start dates soon after, Visit Fairfield County has decided to move this event to the fall and combine it with Destination Downtown Lancaster's Fall Fest. The Library is planning to expand beyond the theme of Harry Potter this year by including activities and decorations from other literary fantasy realms.

Personnel

APPOINTMENT, Randy Coffman, Maintenance Technician, 37.5 hours per week, \$22.15 per hour, effective January 27, 2025.

TRANSFER, Carrie Bowlby, from Library Assistant III – Branch Location (Baltimore) to Library Assistant III – Youth Services, 20 hours per week, \$17.25 per hour, effective February 10, 2025.

APPOINTMENT, Riley (Fae) Maffin, Library Assistant III – Circulation Services, 20 hours per week, \$16.43 per hour, effective March 3, 2025.

SECRETARY'S REPORT

16-25 JANUARY REORGANIZATION MEETING MINUTES

Be it resolved, upon motion by Lisa Evangelista, seconded by Makaila Tussing, that the minutes of the January 21, 2025 reorganization meeting be approved as submitted.

Roll call vote: Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Margaret Quamme, "Aye"; Makaila Tussing, "Aye"; and Matt Wideman, "Aye". The President declared the motion adopted.

17-25 JANUARY REGULAR MEETING MINUTES

Be it resolved, upon motion by Bryan Everitt, seconded by Margaret Quamme, that the minutes of the January 21, 2025 regular meeting be approved as submitted.

Roll call vote: Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Margaret Quamme, "Aye"; Makaila Tussing, "Aye"; and Matt Wideman, "Aye". The President declared the motion adopted.

FINANCIAL REPORT – Alyssa England

- The Auditor's Office figured this year's January Public Library Fund (PLF) on last year's percentages. England said that with the sales tax from 2024 being added to the amount, she did not catch the error. When February's numbers came out, England knew there was a discrepancy and contracted the Auditor's Office. They were able to correct the amount for February before distribution; however, FCDL received approximately \$10,100 too much in January. This amount will be subtracted from the March distribution. The PLF was still up over \$64,000 with the distribution adjustment.
- England will bring the annual appropriations budget for 2025 to the March Board meeting for approval.
- England will be attending a conference in Cleveland Ohio hosted by Baker Hostetler, the Library's employment attorneys. This conference will have sessions covering labor relations and employment laws such as union issues, wage and hours topics, and employer internal investigations.

18-25 FINANCIAL REPORT & CHECK REGISTER

Be it resolved, upon motion by Lisa Evangelista, seconded by Makaila Tussing, that the financial report and the check register as of January 31, 2025 be approved as submitted.

Roll call vote: Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Margaret Quamme, "Aye"; Makaila Tussing, "Aye"; and Matt Wideman, "Aye". The President declared the motion adopted.

DONATION

19-25 DONATION - UNRESTRICTED

Be it resolved, upon motion by Matt Wideman, seconded by Bryan Everitt, that the following unrestricted donation be accepted:

\$50.00 from the Karma Thegsum Choling aka Athens KTC

Roll call vote: Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Margaret Quamme, "Aye"; Makaila Tussing, "Aye"; and Matt Wideman, "Aye". The President declared the motion adopted.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

20-25 SALE AND DISPOSAL OF LIBRARY EQUIPMENT

Be it resolved, upon motion by Margaret Quamme, seconded by Makaila Tussing, that the Board of Trustees has reviewed the attached inventory of miscellaneous library equipment and furniture. The Board

declares all items as surplus property and approves the sale or disposal of all items in accordance with Board policy.

Roll call vote: Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Margaret Quamme, "Aye"; Makaila Tussing, "Aye"; and Matt Wideman, "Aye". The President declared the motion adopted.

There being no further business, the meeting adjourned at 10:43 a.m.

