

BURTON PUBLIC LIBRARY BOARD OF TRUSTEES

Board Meeting Minutes
June 19, 2025

Present: Board Members Sue Miller, Judy Starr, Dawn Tolchinsky, Kristine Thompson, Heather Tromba, and Julie Ziemak; Library Director Katie Ringenbach and Fiscal Officer Marie Schwindl; no public attended.

The meeting was called to order at 7:02PM by Sue Miller.

Meeting Minutes:

34-2025 With one correction to the May 15, 2025 regular meeting minutes Judy Starr moved to accept the meeting minutes. Kristine Thompson seconded the motion and the resolution was passed unanimously by the Board. Dawn Tolchinsky abstained.

Financial Statement:

Discussion took place regarding the financial statements for May 2025, Attachment A.

35-2025 Dawn Tolchinsky moved to accept the May 2025 Financial Statements. Heather Tromba seconded the motion and the resolution was passed unanimously by the Board.

Fiscal Officer's Report:

Donations: Sixteen donations of \$986 were received since the May 2025 Board Meeting. All donations received were less than \$250.

Ahola Payroll Conversion Update: All of the initial paperwork has been sent to Ahola to begin the conversion process. The Library is scheduled to go live with Ahola with the first payroll processed in October.

Ohio Plan Insurance and IAC Appraisal: Handouts with general information regarding the Ohio Plan Risk Management, LLC (BPL's insurance company) and Industrial Appraisal Company (IAC) were discussed. Historical numbers were reviewed from 2017 to 2025 for building insurance and appraisal amounts. There was also discussion regarding the historical value of the building and how to value it. The Board was asked to consider the information and further discussion will take place in July.

Middlefield Bank Account Options: Handouts with general information regarding BPL's Middlefield Bank and STAR Ohio Investment accounts were discussed. Options were presented that would earn more interest on months when BPL's operating account has higher cash receipts; options reviewed included closing the Middlefield Bank savings account and placing the funds in either STAR Ohio and/or a sweep account. The Board was asked to consider the information and further discussion will take place in July.

Directors Remarks:

Statistics: Statistics are following the trend for 2025, which is down in a lot of areas. E-Media and Adult programs have shown gains.

Staffing Update: Nadla Wheeler, Youth Services Supervisor, started on May 27.

Information Technology Update: The first phishing email was sent out on June 10. Katie is hoping to follow this up with training in the near future.

Summer Reading Kickoff: Summer Reading Kickoff was held on June 2. It was very well attended and a fun day was had by all. To date 113 Adults, 25 teens and 249 children have signed up for the Summer Reading Program. A special medallion was constructed by Colton Provens, Adult Services Librarian, for readers reaching 50 hours.

Paving front parking lot: The front parking lot will be paved the week of July 7.

House Bill 96 (State Budget): Libraries are going to see reduced funding from the previous term. Two other items that will affect Libraries are 1) reducing the term for board of trustees from seven to four years and 2) a requirement to place material related to sexual orientation or gender identity or expression in a portion of the library that is not primarily open to the view of minors. Discussion regarding these items took place.

Unfinished Business:

***Elevator Modernization Update:** The Commissioners selected our project at a public hearing on May 29. The next step is final approval at the state level in September.

New Business: None.

Fund Drive Update: To date the Fund Drive has received \$18,665 from 86 donors.

Public Comments: No public present.

36-2025 Julie Ziemak moved to adjourn the meeting. The motion was seconded by Dawn Tolchinsky and the resolution was passed unanimously by the Board.

The meeting was adjourned at 8:18PM.

Respectfully submitted,
Marie Schwindl
Fiscal Officer

President

Secretary

Fiscal Officer