

MINUTES OF BOARD MEETING

April 14, 2025

The meeting of the Trustees of Lane Public Library was held at the Lane Community Technology Center on Monday, April 14, 2025.

Trustees Present: Mr. Jake Richards, Ms. Karen Whalen, Ms. Joni Copas, Dr. Brenda Dales, Mr. Chuck Goins, Ms. Carol Harp, and Ms. Linda DiBenedetto

Management Present: Mr. Joseph Greenward, Director; Mr. Garrett Turner, Fiscal Officer

1) Call to Order

- a. The meeting was called to order by Mr. Richards.

2) Director and Fiscal Officer Reports

a. Director's Report

- As you are all aware, the State is going through its biennium budget process at the moment, and libraries have been a topic that has generated a great deal of conversation and press. The Governor's original proposal had the PLF in there at 1.75% of the GRF, which was estimated to be \$531.7 million in FY26 and \$549.1 million in FY27. That was good news for libraries. The House's first draft eliminated the PLF and moved public library funding to a line item in the budget. They originally proposed \$485 million in FY26 and \$495 million in FY27. For comparison, public libraries received \$483 million in CY24. The biggest issue with the House's original proposal was that they were not going to use the current PLF distribution formula, but instead go with a per capita formula. This would have resulted in major losses for some counties and significant increases for other counties, including Butler. The final House budget that passed went back to the formula used by the PLF and increased the funding to \$490 million in FY26 and \$500 million in FY27. While those funding amounts are similar to recent years, the elimination of the PLF as a percentage of the State's GRF is a significant concern. The process now moves to the Senate, and we will keep you updated as that progresses.
- SearchOhio and OhioLink are going through significant changes and will be unavailable for service for an extended period of time. OhioLink will be down from May 23rd to October 27th and SearchOhio will be down from August 1st through October 27th. While this creates a significant impact to our services there will be some benefits when the process is complete. The new technology will integrate OhioLink and SearchOhio's existing platforms. It will have a modern user interface, which will make it easier for patrons to discover library resources and explore the collections, and it will be a more intuitive and simplified user experience.

b. Fiscal Officer's Report

General Operating Fund Revenues for March 2025

As of the end of March, YTD General Operating Revenues were down over \$1.1 million; however this difference is due to timing. Last year, we received Revenue from Property Taxes in March, but that did not happen this year. When this is taken into account, our YTD General Operating Revenues for 2025 were actually up about \$138,000 compared to the end of March 2024. About \$137,000 of this came from an increase in the Public Library Fund. Additionally, fines and fees decreased about \$5,100, and Earnings from Investments increased about \$6,500. We should receive the Revenue from Property Tax in April.

General Operating Expenses

YTD General Operating Expenses increased about \$141,000, or 6.6% compared to the end of March 2024. The biggest factor in this is the increase of \$144,000 in Capital Expenditures, the majority of which went toward new computers and monitors for the Fairfield and Hamilton branches and the Administration Center. Salary & Benefit expense is up \$20,000, and expenses for materials is up just over \$26,000. The increase in materials expenses is due to renewal of software licenses for public use, such as Hoopla and Overdrive. Office supplies are down around \$11,400, and purchased/contracted services are down nearly \$19,000.

During March the Library received a \$2,000,000 bequest from the estate of James Winkle. Mr. Winkle had previously donated \$90,000 to the Library in 2024. The bequest is unrestricted, and we have established a separate fund in our books to account for it. For now, the funds will be earning interest while a decision on how to appropriate these funds is still being made.

3) Consent Agenda

All items under the consent agenda were approved by a motion from Dr. Dales, seconded by Ms. Whalen with all members present voting in the affirmative. The items under the consent agenda were:

- a) Approval of the minutes of March 2025 Board Meeting
- b) Acceptance of the Fiscal Officer's Financial Statements for March 2025 – \$27,945,758.42
- c) Approval of Investments as of March 31, 2025 - \$21,330,078.88 **(Exhibit #2025-03-01)**
- d) Approval and acknowledgement of gifts received in March 2025 – **(Exhibit #2025-03-02)**
- e) Approval of staff changes for March 2025 - **(Exhibit #2025-03-03)**
- f) Approval of March 2025 Circulation Statistics **(Exhibit #2025-03-04)**

4) Citizen's Input – None

5) Old Business

a) Update for New Fairfield Township Branch

Library management has been meeting with HGC Construction to work out the details of the new branch's construction phase. One such meeting covered the mechanical aspects of the building, of which HGC has been actively requesting bids from subcontractors. As the bids come in, HGC will compile them and present the findings to management in order for management to make final decisions on the work. As of now, construction work is expected to begin sometime around June. A groundbreaking ceremony will occur soon, as well, but an official date is yet to be determined.

6) New Business

a) Tuition Reimbursement

Mr. Turner presented to the Board the Tuition Reimbursement Requests for the 2025 Summer Semester. Mr. Turner recommended the Board reimburse \$420.00 per credit hour.

On a motion by Mr. Goins with a second from Ms. Copas, all present voted in the affirmative to approve the following reimbursement requests for MLIS courses for the 2025 Summer Semester:

Jackie Berberich	\$1,260.00 for the semester
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A previous participant in the program, Isobella Dale, will graduate with a Masters in Library Science in May 2025.

b) Amanda Chafin, Manager of the Lane Community Technology Center, spoke about the services that the Tech Center provides and the specialized equipment that it has available for public use. Ms. Chafin also answered questions from the Board and conducted a tour that included demonstrations of the specialized equipment.

7) General Comments

Ms. Copas commended Brad Spurlock, Manager of the Smith Library of Regional History & the Cummins Local History Room, for his knowledgeable and engaging program on the subject of Appalachia.

8) Adjournment

The meeting was adjourned at 4:50 p.m. on a motion from Ms. Harp, seconded by Ms. Whalen, with all members present voting aye. The next regularly scheduled meeting of the Board of Trustees will be held on Monday, May 12, 2025 at 4:00 pm.

Respectfully submitted,

Mr. Jake Richards
President

Ms. Joni Copas
Secretary

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LPL INVESTMENTS As of Mar 31, 2025						Exhibit #2025-03-01		
BANK	PURCHASE DATE	INVESTMENT AMOUNT	NO. OF DAYS	INTEREST RATE	MATURITY DATE	INTEREST TO BE EARNED	BANK NO.	FUND
FIRST FINANCIAL	April 1, 2025	\$ 89,264.19	30	2.30%	April 30, 2025	\$ 168.75	12	GIFTS & MEM 110
FIRST FINANCIAL	April 1, 2025	\$ 69,602.19	30	2.30%	April 30, 2025	\$ 131.58	10	ARCHIVES FUND 220
FIRST FINANCIAL	April 1, 2025	\$ 14,038.27	30	2.30%	April 30, 2025	\$ 26.54	56	ARCHIVES 220
FIRST FINANCIAL	April 1, 2025	\$ 87,003.22	30	2.30%	April 30, 2025	\$ 164.47	70	GIFT-MEM OXB FUND 140
FIRST FINANCIAL	April 1, 2025	\$ 245,365.00	30	2.30%	April 30, 2025	\$ 463.84	28	GENERAL FUND 101
FIRST FINANCIAL	April 1, 2025	\$ 160,696.37	30	2.30%	April 30, 2025	\$ 303.78	31	ELMER B. & THELMA M. ROSE FUND 125
FIRST FINANCIAL	April 1, 2025	\$ -	30	2.30%	April 30, 2025	\$ -	41	CAPITAL PROJECTS 401
FIRST FINANCIAL	April 1, 2025	\$ 196,010.96	30	2.30%	April 30, 2025	\$ 370.54	69	BUILDING MAINT 405
FIRST FINANCIAL - CD	April 29, 2024	\$ 1,048,189.00	30	2.30%	April 29, 2025	\$ 1,981.51	6	GENERAL FUND 101
FIRST FINANCIAL - CD	April 29, 2024	\$ 1,608,810.75	30	2.30%	April 29, 2025	\$ 3,041.31	5	CAPITAL PROJECTS 401
STAR OHIO	April 1, 2025	\$ 239,092.91	30	4.58%	April 30, 2025	\$ 900.04	2	GENERAL FUND 101
STAR OHIO	April 1, 2025	\$ 2,230,819.40	30	4.58%	April 30, 2025	\$ 8,397.66	4	CAPITAL PROJECTS 401
MEEDER INVST FUNDS	April 1, 2025	\$ 71,586.60	30	VAR		\$ -	40	ELMER B. & THELMA M. ROSE FUND 125
MEEDER INVST FUNDS	April 1, 2025	\$ 8,081,585.26	30	VAR			37	CAPITAL PROJECTS 401
9258 WEALTH MGMNT	MUTUAL FUND	\$ 3,994,846.77					82	ROESEL FUND 165
9258 WEALTH MGMNT	MUTUAL FUND	\$ 3,193,167.99					36	GENERAL FUND 101
TOTAL INVESTMENTS		\$ 21,330,078.88						

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GIFTS AND ACKNOWLEDGEMENTS EXHIBIT #2025-03-02						
Mar-25	DONOR	TYPE OF DONATION	PURPOSE OF DONATION	IN MEMORY/HONOR	LOCATION	AMOUNT
17-Mar-2025	Anonymous	Unrestricted Contribution			FFB	\$11.00
20-Mar-2025	Current Events Club	Unrestricted Contribution			FFB	\$25.00
21-Mar-2025	James Winkle Trust	Unrestricted Contribution			LAC	\$2,000,000.00
31-Mar-2025	Hamilton Community Foundation	Unrestricted Contribution		L.P. Clawson Fund	HAM	\$2,193.00
31-Mar-2025	Hamilton Community Foundation	Unrestricted Contribution		Eugene Hughes Fund	HAM	\$4,216.00
31-Mar-2025	Hamilton Community Foundation	Restricted Contribution	Children's Books	Eleanor House Stace Memorial Children's Book Fund	HAM	\$1,086.00

Mar-25

STAFF CHANGES EXHIBIT #2025-03-03

Staff Changes: Hires

Date	Name	Position	Hours	Grade	Dept	Location
13-Mar-2025	Ashleigh Jarvis	Public Service Assistant	20.0	2	1200	HAM
12-Mar-2025	Mark Roma	Branch Manager	37.5	5	1102	FFB
11-Mar-2025	Autumn Yater	Public Service Assistant	20.0	2	1200	HAM
10-Mar-2025	Gary Gross	Maintenance Technician	37.5	4	1400	HAM

Staff Changes: Terminations

Date	Name	Position	Hours	Grade	Dept	Location
28-Mar-2025	Cathy Johnson	Order Clerk	20.0	2	1205	LAC

Staff Changes: From PT to FT or FT to PT

Date	Name	Position	Hours	Grade	Dept	Location
10-Mar-2025	Julie Lemon	Public Service Associate	37.5	3	1200	HAM

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MAR 2025 STATS SHEET														
Exhibit #2025-03-04														
PATRON USAGE	BKM	BKM 2024	FFB	FFB 2024	LPL	LPL 2024	OXB	OXB 2024	TECH	TECH 2024	TOTAL	TOTAL 2024		
Print	10,734	10,617	21,492	22,176	13,876	15,256	15,472	15,390			61,574	63,439		
AV	1141	977	8,108	8,611	5,535	6,843	2,740	3,759			17,524	20,190		
eMedia (Freegal, Hoopla, Kanopy)											12,604	8,228		
eBooks (Ohio & Freading)											29,805	26,636		
SearchOhio (Borrows & Loans)											1,377	1,503		
Total CKO's	11,875	11,594	29,600	30,787	19,411	22,099	18,212	19,149			122,884	119,996		
Year To Date	36,627	29,750	84,030	90,957	58,263	64,866	53,156	56,901			357,224	354,417		
Internet Sessions			2,330	2,404	1,738	2,263	695	761	237	284	5,000	5,712		
Internet Hours			1,573	1,625	1,671	2,077	583	594	273	360	4,100	4,656		
Self CKO's			11,758	11,979	4,174	5,099	6,067	6,581			21,999	23,659		
Visitors			16,988	16,529	7,158	9,386	9,307	7,522	946	1092	34,399	34,529		
ADULT PROGRAMS	SMITH	SMITH 2024	FFB	FFB 2024	LPL	LPL 2024	OXB	OXB 2024	TECH	TECH 2024	SYSTEMWIDE	STEMWIDE 20	TOTAL	TOTAL 2024
In Library # Conducted		0	14	15	6	9	12	13	5	7		0	37	44
In Library - Attendance		0	127	122	37	83	380	192	18	37		0	562	434
Outreach # Conducted		0	0	1	1	2		2	1	1		0	2	6
Outreach - Attendance		0	0	25	50	75		27	5	9		0	55	136
Virtual # Conducted		0	0	0		0		0	1	1		0	1	1
Virtual - Attendance		0	0	0		0		0	3	9		0	3	9
TEEN PROGRAMS														
In Library # Conducted		0	6	5	2	7	4	6	1	0		0	13	18
In Library - Attendance		0	100	89	13	100	33	105	0	0		0	146	294
Outreach # Conducted		0	0	0	3	5		0	0	0		0	3	5
Outreach - Attendance		0	0	0	32	58		0	0	0		0	32	58
Virtual # Conducted		0	0	0		0		0	0	0		0	0	0
Virtual - Attendance		0	0	0		0		0	0	0		0	0	0
CHILDREN PROGRAMS														
In Library # Conducted		0	17	20	16	16	27	27	3	1		0	63	64
In Library - Attendance		0	512	685	282	256	484	413	53	16		0	1331	1370
Outreach # Conducted		0	10	10	4	2	5	6	2	0		0	21	18
Outreach - Attendance		0	1266	476	258	100	121	273	30	0		0	1675	849
Virtual # Conducted		0	0	0		0		0	0	0		0	0	0
Virtual - Attendance		0	0	0		0		0	0	0		0	0	0