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Board of Trustees of the Louisville Public Library  
Board Meeting Minutes  
May 19, 2025 6:00 PM

Board of Trustee members present:

Angie Burick, Bill Jeffries  
Courtney Aljancic, Becky Kiko

Board of Trustee members absent:

Michelle Biery, Brian Kandel  
Cindy Walton

Staff members present:

Brock Hutchison, Director  
Deborah Long, Assistant Director  
Ambritt Green, Deputy Fiscal Officer

1. The meeting was called to order at 6:00 p.m. by Secretary Bill Jeffries.
2. Public Participation – None
3. Additions/corrections to the Agenda / Correspondence to the Board of Trustees
  - a. Funeral Leave Policy Change

Director Hutchison asked the Board to approve changing the Funeral Leave Policy to include son-in-law and daughter-in-law.

**R36-2025** Ms. Burick moved/Ms. Kiko seconded a motion to approve the changes to the Funeral Leave Policy.

ROLL CALL:

AYES: Angie Burick, Bill Jeffries, Becky Kiko, Courtney Aljancic

NAYS: None

Motion carried with all voting in the affirmative.

4. Motion to approve items on the Consent Agenda:

- a. Approval of the Minutes:

- i. March 17, 2025 Regular Meeting Minutes

- b. Acceptance of Gifts, Honoraria, Reimbursements and Claims

### Gifts, Honoraria, Reimbursements and Claims

The Varian-Aiken Charitable Fund	Donation for New Bldg.	\$500.00
Jean Zwick-Sherrett & Paul F Sherrett	Donation for New Bldg.	\$50.00
Catherine Crawford Zwick	Donation for Garden	\$1000.00
Robert & Lori Meadows	Donation for New Bldg.	\$100.00
Andi Kackley	Donation for New Bldg.	\$100.00
Ohio Buckeye Nation Pizza LLC	Donation for New Bldg.	\$5000.00
John & Susan Stipe	Donation for New Bldg.	\$500.00
CSC Partnership (Joseph Caplea)	Donation for New Bldg.	\$100.00
Joseph & Ann Caplea	Donation for New Bldg.	\$10000.00
Charles & Heidi Milburn	Donation for New Bldg.	\$100.00
Shawn Arbogast	Donation for New Bldg.	\$300.00
Cynthia Kerchner	Donation for New Bldg.	\$1000.00
Jon Wines & Beverly Wines	Donation for New Bldg.	\$100.00
Sandy Kerry	Donation for New Bldg.	\$300.00
Alan & Suzanne Harold MD	Donation for Garden	\$1000.00
Fred Olivieri Construction Company	Donation for New Bldg.	\$5000.00
Biery Family Foundation INC	Reimbursement for Mural	\$675.00
Mr. & Mrs. Matt & Elizabeth Franz	Donation for Garden	\$500.00
Mr. & Mrs. Michael & Melia Ng	Donation for Garden	\$250.00
		<b>Total: \$26,575.00</b>

#### c. Acceptance of the Staff Continuing Education Report

Migdalia Soza

April 18<sup>th</sup> – OLC “State Budget Update Webinar”

Ambritt Green

April 18<sup>th</sup> – OLC “State Budget Update Webinar”

#### d. Acceptance of the Personnel Changes

Patty Burns was hired as Activities & Events Assistant effective April 30, 2025.

#### e. Disposal of Inventory

None

#### f. Acceptance of the Monthly Statistical Report – March & April 2025

**R37-2025** Ms. Burick moved/Ms. Kiko seconded a motion to accept the consent agenda as presented.

ROLL CALL:

AYES: Angie Burick, Bill Jeffries, Becky Kiko, Courtney Aljancic

NAYS: None

Motion carried with all voting in the affirmative.

5. Report of the Fiscal Officer

a. Financial Report

The Financial Statements for all the funds for the month of March (Appendix A) and the month of April (Appendix B) as well as the Payment Listings (Appendix C & D) were distributed to the Board.

b. Chart of Accounts

Added: None

c. Transfers from Contingency

LSTA SRP Grant	\$2,000.00
Stark Self-Storage	\$2,480.00
Barnes & Noble	\$1,323.09
Republic Services	\$ 840.92
Zion's Bank Corporate Trust Agent Fee	<u>\$ 300.00</u>
<b>Total</b>	<b>\$6,944.01</b>

d. Rewards

The Auditor of State requires us to report reward points/monies earned and redeemed each year to our Board.

As of 12/31/2024 Visa accumulated and earned 42,545 reward points. We have not redeemed any of our reward points with Visa but are planning to do so this year.

e. Then & Now PO

Any Then & Now PO for \$3,000 or more must have a resolution adopted by the board approving the PO within 30 days. Please approve the following PO's.

Fred Olivieri Construction	\$389,011.58	Professional Services
Boswell Concrete	\$22,529	Professional Services

**R38-2025** Ms. Aljancic moved/Ms. Burick seconded a motion to accept the consent agenda as presented.

ROLL CALL:

AYES: Angie Burick, Bill Jeffries, Becky Kiko, Courtney Aljancic

NAYS: None

Motion carried with all voting in the affirmative.

## 6. Old Business

### a. Auction at Old Library

Whipple Auction and Realty conducted an online auction at the Old Library. Proceeds were \$6,805.79. After fees, the Library was able to net \$3,764.05.

### b. Old Library

New Roots Moving was hired to complete junk removal of the few remaining pieces of furniture after the auction.

All keys to the Old Library were handed over the School District Office on April 10, 2025.

### c. Discovery Center & Green Space

All property transfers have been finalized and the Stark County Auditor now recognizes all parcels of property as having been transferred from the Library to the City of Louisville.

### d. Library Gardenwalk

Director Hutchison raised \$116,000 from selling garden spaces for the Gardenwalk behind the Library. During construction, the Construction Team solicited a price for the Gardenwalk from Enviroscapes that included design, install, concrete and plant material. The estimate came back at \$175,000.

To save cost, the Construction Team decided to do this project post-construction and bid the individual work independently.

According to ORC 3375.14, the bidding threshold for public libraries in Ohio is \$77,250.

Two resolutions are required to move forward on this project. One is to approve the overall cost breakdown and the second is to approve Additional Services from Caplea Studio Architects.

The price breaks down, as follows:

VENDOR	SCOPE	COST
Boswell Concrete	Sidewalk	\$18,767
Enviroscapes	Install plants, drainage, seed, topsoil, etc.	\$30,600
Caplea Studio Architects	Design and Construction Management	\$15,000

North Coast Perennials	Plant Material	\$4,665
Phelps Nursery	Plant Material	\$1,000
	TOTAL	\$70,032

**R39-2025** Ms. Kiko moved/Ms. Aljancic seconded a motion to authorize Director Hutchison to complete the Library Gardenwalk Project at an amount not-to-exceed \$75,000.

ROLL CALL:

AYES: Angie Burick, Bill Jeffries, Becky Kiko, Courtney Aljancic

NAYS: None

Motion carried with all voting in the affirmative.

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Mr. Jeffries introduced the following resolution and moved its passage:

**Approving Amendment to Architect Agreement  
for Additional SERVICES**

WHEREAS, the Louisville Public Library Board of Trustees (the “Board”) is undertaking the New Main Library Project (the “Project”); and

WHEREAS, the Board previously approved the Architect Agreement with Caplea Studio Architects (“Caplea”).

WHEREAS, Caplea anticipates that Additional Services Expenses will be expended for the Project and the Board now wishes to amend the Agreement to increase the not-to-exceed Additional Services Expenses for the Project; and

WHEREAS, the Library Director solicited a price proposal from Caplea with the proposed additional not-to-exceed amount of \$15,000 for Additional Services.

NOW, THEREFORE, BE IT RESOLVED by the Louisville Public Library Board of Trustees as follows:

1. The Board authorizes an amendment to the Architect Agreement with Caplea Studio Architects for additional Reimbursable Expenses and Additional Services Expenses and approves increasing the not-to-exceed amount for Additional Services by \$15,000 and authorizes the Library Director and Fiscal Officer to work with legal counsel to prepare and execute the amendment and any related documents.

Ms. Burick seconded the motion and, after discussion, a roll call vote was taken and the resolution passed.

AYES: Angie Burick, Bill Jeffries, Becky Kiko, Courtney Aljancic

NAYS: None

## 7. New Business

### a. Levy Results

The Library's May 6, 2025 Renewal Levy passed 60% in favor to 39% opposed.

Director Hutchison conducted a statistical review of this levy and the Library's past ballot initiatives.

Appendix A – Statistical Review

Appendix B – Precinct Map

### b. Update on State Library Funding

Below is a review from the Ohio Library Council of the House Budget that was passed in April. The budget is currently being review by the Senate.

#### **Library Funding**

PLF – Amended Sub. HB 96, as passed by the House, proposes to create a line-item appropriation, instead of a percentage of the General Revenue Fund (GRF), to provide state funding to Ohio's public libraries. This means the Public Library Fund (PLF) would no longer receive 1.7% of the state's GRF as stated in permanent law. Instead, the PLF would be a line-item appropriation and vulnerable for elimination in the next state budget. The House did not use the same approach with the Local Government Fund (LGF). They chose to keep the Governor's proposal of setting the LGF at 1.75% of the GRF. It is important to share that we spoke with House and Senate members from both sides of the aisle who clearly indicated that this change – changing from a percentage of GRF to a line-item appropriation – is setting the stage for public library funding from the state to be eliminated in future budget legislation.

PLF Distribution Formula – The per capita distribution model proposed in the substitute bill was changed in the omnibus amendment. The proposed line-item appropriations are \$490 million in FY26 and \$500 million in FY27. It's important to note that this proposal compared to Governor DeWine's proposal still falls \$90.8 million short for public libraries over the biennium. In addition, even though state tax receipts for FY25 are running ahead of estimates, the House is currently estimating the PLF will receive \$493.4 million in FY25 while LSC and OBM are estimating \$530 million in FY25.

Information from Ohio Department of Taxation & Ohio Office of Budget and Management

ODT Actual PLF CY 2023	\$510.18 million
ODT Actual PLF CY 2024	\$483.3 million
ODT/LSC/OBM Actual PLF FY 2024	\$489.3 million

PLF FY 2025 Estimate from LSC/OBM	\$530 million
PLF FY 2025 Estimate from House	\$493.4 million

#### Information from the Legislative Service Commission

Public Library Funding	Governor's Proposal	House Proposal
FY 2026	\$531.7 Million	\$490 Million
FY 2027	\$549.1 Million	\$500 Million

The \$490 million the House is proposing in FY 2026 is **less than**:

- House Estimated PLF distribution in FY 2025 of \$493.4 million.
- OBM Estimated PLF distribution in FY 2025 of \$530 million
- Governor's proposal and estimate in FY 2026 of \$531.7 million.

OPLIN & Library for the Blind – Under current law, funding for both OPLIN and Library for the Blind is deducted from the PLF each year. The House version of the budget proposes making those deductions directly from the GRF and not the PLF. We believe this where they are counting/shuffling their \$7.22 million “increase” over the biennium under their distribution spreadsheet. Currently, the state deducts \$4.9 million each year from the PLF for OPLIN (\$3,689,788) and Library for the Blind (\$1,274,194). The House simply moved that deduction to the GRF instead of the PLF. This is part of the reason they are saying it is an “increase.”

#### **Library Materials**

The House budget includes language that would require a public library to place material related to sexual orientation, gender identity, or expression in a portion of the library that is not primarily open to the view of minors.

#### **Library Board Terms**

The House budget includes language that reduces the number of years a trustee serves from seven to four years. This provision would apply to library trustees serving on a school district free public library, county library district, or regional library district.

#### **Menstrual Products**

The House budget prohibits a government entity, including public libraries, from placing menstrual products in the men's restroom of a public building.

#### **Imagination Library**

The House budget proposes an increase to the Imagination Library from \$8 million to \$8,250,000 in each year of the biennium. This is a decrease when compared to the Governor's proposal of \$3.5 million over the biennium or \$10 million each year.

#### **County Budget Commissions**

The House budget makes a change in the makeup of the County Budget Commission by removing county prosecutors and replacing them with a county



commissioner. Other members of the commission would remain, including the county auditor and county treasurer.

## 8. Directors Report

### a. My Calendar of Events

March 18 – Interview with League of Women Voters  
March 26 – Meeting with Massillon Plaque  
March 27 – Meeting with Stark Glass  
March 31 – Meeting with Senator, Jane Timken  
April 1 – Rotary Board Meeting  
April 2 – Meeting with SILCO  
April 2 – Ohio Library Council Budget Meeting  
April 7 – Ohio Library Council Budget Meeting  
April 8 – Library Legislative Day – Meeting with Representative Oelslager  
April 9 – Rotary Meeting  
April 10 – Meet with Brad’s Carpet Cleaning  
April 11 – Friends of the Library Meeting  
April 11 – Donor Reception  
April 12 – Grand Opening  
April 15 – Meeting with Austin-Bailey Health and Wellness Foundation  
April 16 – Library Staff Meeting  
April 16 – Rotary Meeting  
April 16 – STEM at the Stadium  
April 18 – Ohio Library Council Budget Meeting  
April 21 – Louisville City Council  
April 24 – Nimishillen Township Trustees  
April 25 – Library Directors’ Meeting at New Louisville Library  
April 30 – Soundproofing Meeting  
April 30 – Rotary Meeting  
May 2 – Umbrella Alley Class Visits  
May 6 – Rotary Board Meeting  
May 8 – Soundproofing Meeting  
May 9 – Friends of the Library Meeting

### b. Donor Reception and Grand Opening

Both events were great successes! We had 580 people visit for just the Grand Opening. The new Library received many compliments.



c. How Busy is the New Library?

	April 2023	April 2024	Increase	Mid March - Mid April 2025	Increase from 2023	Increase from 2024
Visits	4443	5803	30.61%	7629	71.71%	31.47%
Circulation (Physical)	11254	11805	4.90%	17915	59.19%	51.76%

Sensory Appointments	April of 2025	April of 2024	Increase
	44	4	1000.00%

d. Fundraising Update

We have currently raised \$1,091,351 which includes actual money, pledges, sale of property and in-kind donations.

The donor leaf program has raised \$41,725.

Naming Opportunities have raised \$393,000, including actual money and pledges.

**Naming Opportunities Completed:**

Children's Area  
Makerspace  
Gardens (9)

**Naming Opportunities Actively In-Progress:**

Gardens (2)  
Patio Area B  
Discovery Center

**Grant Opportunities:**

Louisville Rotary - \$750 – Approved - Demonstration Kitchen  
Austin-Bailey Health and Wellness Foundation - \$5,000 – Approved

e. **Assistant Director's Report**

Programming in the new building

- Story Time averages 50 participants. We have worked out a method for accommodating all, which takes a minimum of 3 staff (better with 4).

- Other attendance numbers that have increased:
  - Adult Chair Yoga
  - Adult crafting
  - Teen programs
- Wiseman Discovery Center sensory room use is off the charts.
  - Many “regulars”
  - Many institutional visits
  - Appointments with therapists

### **Summer Reading 2025: Color Our World**

June 2-August 1, 2025

We have received a \$2000 grant, supported by the State Library of Ohio with federal funds from the Institute of Museum and Library Services. Carter Lumber is sponsoring our giant Lite Brite, and I’m seeking other local donations as well.

As with last year, we’re using a **ticket model** for participation and prizes. Patrons receive tickets for checking out items, participating in programs, and completing challenges, including logging their reading. Tickets are submitted for prize packs. Winners will be notified Monday, August 4

Early Bird registration May 10-June 1

- Drawing for 4-pack of Kings Island tickets
- May opt in for a free tshirt or tote bag to tie-dye

Patrons may register throughout the entire summer reading period.

Programming: We will run most regular weekly and bi-weekly programs, plus

- Adding Sibling Shenanigans to Story Time; outdoors, weather permitting
- Weekly **T(w)een Art Antics** Teen & Tween craft program
- **Master Your Story** writing class on Monday evenings June 9-July 21
- **Adult Crafting Special Edition:** Decoupage planters Weds June 26 & Weds, June 2

- **Carl Winters, the Kalimba King** on Wednesday, July 30. We are inviting many of our community partners, like the adult care facilities, YCare, Kidwatch and others for this event during our regularly-scheduled Story Time.

**Art for All series**, designed to offer activities for all ages and abilities on Fridays 3-6pm. For events that need to be outdoors, we have a built-in rain date plan with indoor activities. We can switch the preps as the weather demands.

- June 13: Tie Dye: Patrons tie dye their free shirt or tote, or bring their own item to tie dye. Fabric markers and additional alternatives available. Patrons will also help us complete our giant Lite Brite (Sponsored by Carter Lumber).
- June 20: Tie Dye rain date, with alternative activities for indoors
- June 27: Tell Your Story: craft, storytelling and writing activities (indoors)
- July 11: Sidewalk Chalk: Reserve a space or just walk in. We will have a few artists coming to do demos for us. Chalk pastels on paper will be available for those who don't want to get down on the sidewalk. Bubbles and other outdoor activities.
- July 18 : Sidewalk Chalk rain date alternative
- July 25: The Color of Sound: lots of sound-related crafts and activities, including a visualizer to help us "see" the sounds we're making.
- August 1: Pour Painting: Patrons make a painting by pouring a paint-medium mixture on canvases, and mixing on the canvas, no brushes required! Alternative activities and projects as well.

## 9. Adjournment

**R41-2025** Ms. Kiko moved/Mr. Jeffries seconded a motion to adjourn the meeting at 6:43 p.m.

Respectfully submitted,

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Mr. Bill Jeffries, Secretary  
Louisville Public Library Board of Trustees

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Ms. Angie Burick, Member  
Louisville Public Library Board of Trustees