

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

May 12, 2025

Regular

President Darcy Teets called to order the regular meeting of the Amherst Public Library Board of Trustees at 5:51 p.m. Roll call: Darcy Teets, Katie Wenger, Elizabeth Hui, and Jim Yorks were present. Jake Wachholz, and Laura Dulmage were absent. Ryan Krase arrived later as noted. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/ Technology Manager.

PUBLIC COMMENTS none

MINUTES

Hui moved, seconded by Wenger, to accept Resolution # R-25-5-2, accepting the meeting minutes for the April 14, 2025, regular meeting. All present voted in favor.

MOTION PASSED

Ryan Krase arrived at 5:53 p.m.

FISCAL OFFICERS REPORT

Cioffi reviewed the 2026 budget process. Yorks moved, seconded by Krase, to accept Resolution # R-25-5-3, to approve the 2026 Tax Budget (copy attached) and to forward it to the proper authorities. Roll call vote: Teets, Wenger, Hui, Yorks, Krase, ALL AYES.

MOTION PASSED

Cioffi reviewed the April 2025 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi explained a deflating error on the Bank Reconciliation due to a month end investment transfer that did not post until May 1st. Cioffi reported that the library received its 1st half rollback revenue and reviewed expenses and revenues. Cioffi also reported that she fulfilled this year's continuing education requirement by attending OLC's Fiscal Officer Conference. Yorks moved, seconded by Hui to accept Resolution # R-25-5-4, accepting the April 2025 Financial Reports. All present voted in favor.

MOTION PASSED

Yorks asked a question regarding the Gerstenberger Special Revenue Fund. Cioffi reported on recent and upcoming purchases from the fund. Discussion followed.

LIBRARY ADMINISTRATOR'S REPORT

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

May 12, 2025

Regular

Dovala thanked the Friends of the Amherst Public Library for purchasing the following items for the library: a wheelchair for patron use, a Cricut Maker and Cricut Easy Press, new staff room curtain rods and curtains, a new staff room standing cabinet, and a wheeled side table for the circulation desk. Dovala noted that the staff are very grateful for the Friends' generosity.

Dovala reported that library staff and members of the Amherst Historical Society received training on using the new overhead scanner. Dovala reported that Youth Services Manager Megan Karhusz attended the ribbon cutting for the Comet Pride Storybook Trail. After the ribbon cutting, Karhusz and PR Manager Becky Denes hosted a table at the Amherst Summer Activities Fair. Dovala reported that Representative Joe Miller held a town hall meeting at the library on April 16th. Dovala noted that there was a good turnout and many people came to support the library.

Dovala reviewed emails the library received from a patron regarding the shelving of science fiction books. The patron commented that the science fiction books should be shelved separately and would like the Board to direct library staff to make the change. Dovala explained that science fiction and western books used to be shelved separately from general fiction books, but the collections were integrated with the general fiction collection about 5 years ago. In reviewing statistical reports, circulation of those collections has increased since they were integrated. The library's management team is evaluating whether they should keep those collections integrated and are also evaluating integrating the mystery and romance books as well. The Trustees agreed that the management team is responsible for decisions regarding shelving, not the Board, and that they would support their decision.

GIFTS & CORRESPONDENCE

Yorks moved, seconded by Wenger, to accept Resolution # R-25-5-5, accepting the following gift:

- \$50.00 from the Firelands Garden Club

All present voted in favor.

MOTION PASSED

COMMITTEE REPORTS
BUILDING & GROUNDS

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

May 12, 2025

Regular

There was discussion regarding restoration work on the sandstone portion of the building and parking lot repairs.

Yorks motioned to adjourn. The meeting adjourned at 6:30 p.m.

President

Attest.