

**MEDINA COUNTY DISTRICT LIBRARY  
MINUTES OF THE BOARD OF TRUSTEES MEETING**

**January 17, 2022**

The Medina County District Library Board of Trustees met in regular session on Monday, January 17, 2022 at Medina Library. With a quorum present, President Ryan Carlson called the meeting to order at 6:00 p.m.

**Roll call:** The following members were present: Ryan Carlson, Dr. Maria Griffiths, Brian Harr, William Koran, Mark Krosse, Gail Ostrowski, and Kyle White.

Participating library staff members in attendance: Julianne Bedel, Director; Kelly Conner, Fiscal Director; and Allison Gaebelein, Deputy Fiscal Officer acting as recording secretary.

**Approval of the Agenda:** Mr. Harr moved, and Mr. Koran seconded the motion to approve the agenda. The agenda was approved unanimously.

**Recognition of Guest and Comments from the Public:** Mr. Carlson welcomed all in attendance including Robert Geissman, Mayor of Lodi. Mr. Geissman expressed his opposition to an easement agreement between the Medina County District Library and the Medina County Parks District regarding the 67 acres of vacant land behind Lodi library. Mr. Geissman stated that the Village of Lodi has placed an offer to purchase the property with the intention of developing the area for low density residential use in Lodi.

**Disposition of Meeting Minutes:** Dr. Griffiths moved, and Mr. Harr seconded the motion to approve the December 23, 2021, regular meeting minutes. Ms. White abstained. Motion carried.

**Approval of Financial Report:** Mr. Koran moved, and Dr. Griffiths seconded the motion to approve the December 2021 financial report. The financial report was approved unanimously.

Fiscal Officer Kelly Conner reported that December 2021 revenues totaled \$536,268 and expenses totaled \$1,026,022. There was an unexpended cash balance of \$13,454,848 minus the outstanding encumbrances of \$1,360,489, which left an ending unencumbered balance in all funds of \$12,094,359.

General Fund expenses were approximately 82% of the budget versus a target of 100%. If you include the encumbered amount, the General Fund expenses are 93% of the budget.

December 2021 investments earned \$2,585 with a principal balance of \$13,653,353 in bank accounts and investments at an average weighted interest rate of 0.339%. Year-to-date interest totals \$80,175, as compared to prior year of \$155,653.

December 2021 PLF came in at \$367,788 which is \$34,394 higher than prior year – 10.3% increase. We are currently \$546,259 year-to-date higher than 2020 (14.5%) and \$539,205 year-to-date higher than 2019 (14.3%)

**Director's Report:** Director Julianne Bedel noted the statistical comparison of December 2021 to December 2020, as the library had virtual services from December 4 – 17, 2020. December 2021 showed an increase of 37.33% in circulation, 194% in door count, 359% in computer usage, and 212% in patrons attending library programs. Looking at the past six months of usage, circulation, e-media, door count, and computer usage are holding relatively steady with statistics seasonally dipping as normal during the holidays. Pickup locker use continues to be strong, and curbside service remains at an unprecedented level due to COVID test kit demand. However, Ohio is temporarily adjusting its COVID test kit allocation strategy to ensure schools receive an adequate supply. Shipments to community partners, including libraries and health departments, are paused until inventory is replenished and the supply chain has been stabilized. For now, we have no additional kits to distribute.

Ms. Bedel stated that she will provide the Board with a summary of 2021 after reviewing the year-end statistics. She thanked all the library staff, volunteers, community partners, and Board of Trustees who worked so hard to really make 2021 a rebuilding year. We were able to return to full hours, services, and programs so that we could get back to business. She appreciates and admires the hard work and dedication, and looks forward to making more strides in 2022.

**Communications:** There was no formal communication for the trustees.

**Personnel Report:** Dr. Griffiths moved, and Ms. White seconded the motion to approve the Personnel Report. The report was approved unanimously.

Director Bedel highlighted one staff transfer, two resignations, and three new hires. There were eighteen leaves of absences, compared to five last month. The majority of these were due to COVID. There were six colleagues celebrating work anniversaries, including two milestones. Congratulations to Monica Heath, Community Engagement Associate, for celebrating five years. Congratulations to Gregg Biebelhausen, Delivery Driver, for celebrating fifteen years with MCDL.

**Board Committee Reports:**

**Finance Committee:** No meeting. The 2022 Finance Committee will be headed by Mr. Brian Harr and include members Ms. Gail Ostrowski and Ms. Kyle White.

**Personnel Committee:** No Meeting. The 2022 Personnel Committee will be headed by Dr. Maria Griffiths and include members Mr. Brian Harr and Mr. Mark Krosse.

**Policy and By-Laws Committee:** No Meeting. The 2022 Policy and By-Laws Committee will be headed by Ms. Gail Ostrowski and include members Mr. William Koran and Ms. Kyle White.

**Buildings Committee:** No Meeting. The 2022 Buildings Committee will be headed by Mr. William Koran and include members Dr. Maria Griffiths and Mr. Mark Krosse.

**Unfinished Business:** Mr. Carlson mentioned returning to the rotation of the monthly Board of Trustees meetings to the different branch locations. Mr. Koran added the importance of being close to the community. Director Bedel will make the preparations.

**New Business:**

The Programming Presentation by Aimee Adams will be rescheduled for a later date.

Mr. Carlson provided a service recognition for Linda Smalley who is retiring from the Seville branch after 6 years.

**Donations:** Mr. Harr moved, and Mr. Koran seconded the motion to approve the following donations:

1. Mallory Bergstressor: \$100
2. Healing Hearts: \$100
3. William McMahan: \$50
4. Janice Clark: \$50
5. Family of Elaine Vanderschrier: \$500 for Outreach

The Board unanimously accepted the donations with gratitude.

**Trustees' Comments:**

Mr. Koran is a new Board of Trustees member this year. He spent 48 years in the education sector between Highland Schools and the Medina County Educational Service Center. His mother was a library aid. In his retirement, he finds that he has been reading a lot! Becoming a Board of Trustees member allows him to continue his community involvement.

Mr. Harr welcomed Mr. William Koran and Mr. Mark Krosse to the Board. He sent his congratulations to Linda Smalley. She is an avid supporter of the community. He remembers her being a part of the library's Match Wits team.

Mr. Krosse is a new Board of Trustees member this year. He grew up in Medina and attended St. Francis. He has a big family – being one of 12 kids. He has fond memories of Franklin Sylvester Library including the children's section and the card catalog. He has moved back to Medina from the east coast. He finds the amazing transformation of the library inspiring. He views libraries as a key resource for economic development.

Ms. White gave her thanks for the donations, for the work of Director Bedel, and for the administration team. She sent her congratulations to Linda Smalley. She noted her recent use of the Makerspace lab to digitize her personal media was a wonderful experience.

Dr. Griffiths welcomed Mr. Koran and Mr. Krosse to the board. She missed having Ms. Schultz at the last meeting because she gave such valuable insight. She is eager to send Ms. Schultz her gift from the library for her service. Dr. Griffiths also said she misses former trustee Sharon Jenks and wishes her the best.

Mr. Carlson welcomed Mr. Koran and Mr. Krosse to the Board and sent his congratulations to Linda Smalley. He spoke of his wife's recent trip to the Brunswick Library and what a positive experience it was for her.

**Executive Session:** None

**Adjournment:** There being no further business, Dr. Griffiths moved, and Ms. White seconded the motion to adjourn the meeting at 6:35 p.m. Motion carried unanimously.

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**Ryan Carlson, President**

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**Brian Harr, Secretary**

NEXT BOARD MEETING  
Monday, February 21, 2022, at 6:00 p.m.