

**LEE-WHEDON MEMORIAL LIBRARY  
ANNUAL MEETING**

May 9, 2022

**DRAFT**

In attendance:

**Board of Trustees:** K. Boice, C. Kiebala, I. Mark, S. O'Dea, D. Schwert

**Staff:** K. Mostyn, S. Covis

**Guests:** M. Pearce

Board President D. Schwert called the meeting to order at 7:03 p.m. and appointed K. Mostyn as Clerk. As Clerk, K. Mostyn read the notice of the meeting.

The Director's Report was read by K. Mostyn. 2021 continued to be impacted by the COVID Pandemic. Our annual statistics have slowly begun to increase. We resumed in person programming from children's story times to adult book groups. Outreach efforts are continuing to expand to previous levels. We implemented new online resources, including Niche Academy, to aid in our outreach efforts. The library received multiple grants to augment increased costs and create new collections. Library staff distributed test kits and masks to the community, circulated hotspots and tablets, offered digital literacy classes, and assisted patrons with their information needs.

The minutes of the 2021 Annual Meeting were read and approved on a motion made by S. O'Dea, seconded by I. Mark, and approved by all.

D. Schwert read the Annual Report on behalf of the Board of Trustees. D. Schwert began by providing an overview of the revenue and the expenses of the library. The majority of the revenue for the library comes from the Property Tax, and the majority of the expenses come from staff salaries and benefits, as well as building costs. In 2021, there were 8,510 Medina library card holders, 51,330 library visits, and 47,188 items checked out from the library. We offered 2,290 library programs that were attended by 2,615 people. With the purchase of the two adjacent properties, we are looking to the future of the library building. The next steps for the library will to consider a Building Program to plan for a future expansion of the library property.

Lee-Whedon is a vital and valuable community asset. The Board is proud of the staff, the collection, the programming, and the many services offered. I would like to thank my fellow Board members for their time and dedication.

D. Schwert presented the 2022-2023 budget. The Board of Trustees has finalized and approved a Budget for the fiscal year 2022-2023. As in past years, the Budget reflects the Board's concern for providing materials and services to the community as well as maintaining a viable building. The Board is proposing a total budget of \$619,500 for 2022-2023. The total budget increase is 1.5% from 2021-2022. The proposed increase to the tax levy is \$18,743. This figure includes carryover of \$8,477 which was available from the previous two years. The proposed increase is below the state-imposed tax cap allowance. This tax levy of \$565,028 comprises the majority of the library's funding and is charged to all property owners in the School District. The proposed tax increase will primarily be used to offset increased costs for equipment, technology, computer services, electronic content and security. State mandated minimum wage increases have increased our salary expenses. Our goal is to provide a high level of service to the community and also maintain the building and grounds. We strive to keep the tax levy in check and have not raised the tax levy for the past two years. This Budget provides 2,760 hours of access, staffing, materials, and programming.

Voting on the Lee-Whedon Memorial Library Proposed Budget for Fiscal Year 2022-23 will take place at the Library on Tuesday, May 10, 2022 from 12:00 Noon to 8:00 p.m. and as much longer as may be necessary for the voters then present to cast their ballot.

The following, being qualified voters of the District, have been appointed by the Board of Trustees to act as Assistant Clerks at the election on Tuesday, May 10, 2022: Sharon Kleinhans, Gary Caldwell, Mary Ann Underdown, Lissa Cotter, Darlene Schepis, and Norma Jones.

The following, being qualified as voters of the District, have been appointed by the Board of Trustees to act as Inspectors of Election on Tuesday, May 10, 2022: Jan McCloy, John Underdown, Sandra Tompkins, and Gary Jones. Kristine Mostyn as Chief Inspector of Election.

**D. Schwert** was nominated to fill a five-year term on the Board of Trustees by C. Kiebala, seconded by S. O'Dea and approved by all. As no other candidate was nominated, I. Mark made a motion to close the nominations and for the clerk to cast one ballot, seconded by K. Boice and approved by all. All in attendance voted aye for D. Schwert to be elected for a 5 year term. Those present congratulated him on his election.

D. Schwert called for a motion to adjourn until 12 Noon, May 10, 2022. A motion was made by I. Mark and was seconded by S. O'Dea and approved by all at 7:24 pm.

Respectfully submitted  
S. Covis 5/10/2022

**DRAFT**