

Defiance Public Library Board of Trustees

Regular Board Meeting

June 24, 2026

The Board of Trustees of Defiance Public Library met for its monthly meeting on Wednesday, June 24, 2026, at the Defiance Public Library; notice of said meeting pursuant to O.R.C. 121 having been posted.

President Dennis Sobecki called the meeting to order at 5:00 pm. In attendance were Board members: Rob Giesige, Beth Michel, Chris Korhn, Tammy Bowers, and Jenny Derringer. Shari Hedge was absent. Staff members present: Director Cara Potter, CFO Kristi Keefer, and Elaine Talbert.

Visitors: Mark Weaner, Judy Hasch and Tabitha Sullivan.

The Finance Committee met on June 9, 2026, at 4:00 pm at the Defiance Public Library to review the May 2026 Financials. Finance Chair Rob Giesige, Vice-President Beth Michel, Director Cara Potter, and CFO Kristi Keefer were in attendance. Rob Giesige reported to the library board that the PLF for May came in at \$131,360.00, which is .98 above the estimate. The YTD 2026 PLF stands at .25% below the estimate. The month of May was normal with revenue and expenditure in line with the budget.

Chris Korhn, Judy Hasch and Mark Weaner updated the Library Board on the activities of the Friends of the Defiance Public and Sherwood Branch Libraries. There were no reports for the Friends of the Johnson Memorial Library.

Consent Agenda

Jenny Derringer moved and Beth Michel seconded the motion to approve the Consent Agenda.

- Approval of the Minutes of the Regular Board meeting May 27, 2026.
- Approval of the May 2026 Financial Reports as reviewed by the Finance Committee and approval of the payment of bills for June 2026.
- Approval of the Fiscal Officer's Report as presented.

The Year-to-Date General Fund Activity through May 31, 2026:

Beginning Balance	\$2,772,401.89
Revenue	+ 142,070.91
Expenses	- <u>184,279.90</u>
Month End Balance	\$ 2,730,192.90

May 2026 PLF: 131,359.76

- Approval of the Library Operations Report.
- DPLS Department Reports.

Revenue and Appropriation Adjustments

The adjustments below are the acceptance of donations and the movement of funds among library accounts.

- Approval of accepting donations from Patricia Ferrell, Defiance Area Foundation, Friends of Sherwood Library and Susan Hoschak.
- Approval of an increase in General Fund revenue in Unrestricted Contributions & Gifts of \$1,329.60
- Approval of an increase in General Fund appropriations in Adult Reference Books for \$30.00.
- Approval of an increase in General Fund appropriations in DPLFR Program Services for \$1,279.60.
- Approval of an increase in General Fund appropriations in DPL Children's Books for \$20.00.
- Approval of the transfer of General Funds appropriations for \$7,200.00 from JML Leased Books to Computer Services.

Motion Carried

Items for Discussion:

Personnel

Chris Korhn moved and Rob Giesige seconded the motion to approve the updates to the DPLS Chief Fiscal Officer and the DPLS Deputy Fiscal Officer job descriptions. Motion Carried.

New Policies

The State of Ohio requires libraries in Ohio to have a Cybersecurity policy approved by July 1, 2026.

Tammy Bowers moved and Jenny Derringer seconded the motion to approve the proposed DPLS Cybersecurity Policy. Motion carried.

Annex update

Cara Potter gave an update on the Annex designs from SHP with a sideshow with the change switching the first floor and second floor. This would have the community room and Makerspace area on the first floor and the children's area on the second floor. The community room would have

after-hours access and the children's area would have less traffic from staff and public not having small children.

Cara Potter met with Gary Cates as they are looking for committee chairs. She also contacted Marcy Kaptur about grant money and invited her to come to the library for one of the Summer Reading Challenge events.

Levy Committee

Cara Potter gave an update on the Levy. She is asking the Friends' groups for candidates to help on the levy committee.

The next Regular meeting is scheduled for Wednesday, July 29, 2026, at 5:00 pm at the Defiance Public Library.

Meeting adjourned by Board President Dennis Sobecki at 5:56 pm.

_____, President

_____, Secretary