

Defiance Public Library Board of Trustees
Regular Board Meeting
July 29, 2026

The Board of Trustees of Defiance Public Library met for its monthly meeting on Wednesday, July 29, 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 P.M. 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, Taryn Lawson, Tabitha Sullivan, Shannon McClure, Rebekah DeVeaux, Breanna Shoemaker and Sarah Marshall.

The Finance Committee met on July 7, 2026, at 2:00 P.M. at the Defiance Public Library to review the June 2026 Financials. Finance Chair Rob Giesige, Director Cara Potter, and CFO Kristi Keefer were in attendance. Rob Giesige reported to the library board that the PLF for June came in at \$131,360.00, which is .98 above the estimate. The YTD 2026 PLF is 0.04% below the estimate. June was normal, with revenue and expenditure in line with the budget.

The Personnel Committee met on July 21, 2026, at 4:00 P.M. at 311 Fort Street, Defiance, Ohio, to discuss an interim director job description and posting.

Jenny Derringer moved, and Rob Giesige seconded the motion to approve the internal posting of the draft interim library job description and job posting from Wednesday, July 22 through Tuesday, July 28. Motion Carried.

Chris Korhn 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

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

- Approval of the Minutes of the Regular Board meeting June 24, 2026, Special Board meeting on July 1, 2026, and Special Board meeting on July 9, 2026.
- Approval of the June 2026 Financial Reports as reviewed by the Finance Committee and approval of the payment of bills for July 2026.
- Approval of the Fiscal Officer's Report as presented.

The Year-to-Date General Fund Activity through June 30, 2026:

Beginning Balance	\$2,730,192.90
Revenue	+ 139,224.46
Expenses	- <u>171,128.49</u>
Month End Balance	\$ 2,698,288.87

June 2026 PLF: 131,359.76

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

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Personnel

- Approval to accept the resignation of 20 hour/week Circulation Assistant Linda Clay. Her last day was July 17, 2026.

Motion Carried

Items for Discussion:

Johnson Memorial Library Friends' Open House

Rob Giesige moved, and Chris Korhn seconded the motion to approve the opening of the Johnson Memorial Library Branch on Thursday, August 20, 2026, from 6:00 P.M. to 9:00 P.M. for an open house hosted by the Johnson Memorial Friends. Motion Carried.

IRS Mileage

On July 13, 2026, the IRS announced an updated 2026 Federal standard mileage reimbursement rate of \$ 0.76 per mile, effective July 1, 2026. This is due to volatility in gas prices in 2026.

Personnel

Cara Potter gave a verbal update on her recent marriage and relocation to Michigan.

Beth Michel moved, and Chris Korhn seconded the motion to approve Director Cara Potter going to hourly pay and reducing her schedule to not exceed 20 hours/week for 12 weeks, starting Monday, August 10, 2026, with the option to extend on a monthly basis at the end of those 12 weeks. Motion Carried.

Tammy Bowers moved, and Jenny Derringer seconded the motion to approve the proposed interim director job description. Motion Carried.

Annex update

The director gave an update on the SHP design team. Megan Stuart is no longer employed by SHP; Mike Domek is the new lead. He will set up a virtual meeting for the staff to view the updated drawings.

Cara Potter received a \$1,000.00 waiver for the demo of the two houses on the lot for the annex.

Levy Committee

Cara Potter gave an update on the levy committee. The levy paperwork has been submitted. There was a levy committee organizational meeting on July 20, 2026; the next meeting will be held on August 5, 2026.

The library is a member of the Defiance Chamber of Commerce. The awards meeting is set for September 10, 2026; board members are encouraged to attend along with CFO Kristi Keefer.

The next Regular meeting is scheduled for Wednesday, August 26, 2026, at 5:00 P.M. at the Johnson Memorial Library.

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Meeting adjourned by Board President Dennis Sobecki at 5:35 P.M.

_____, President

_____, Secretary