Defiance Public Library Board of Trustees
Regular Board Meeting
September 30, 2026

The Board of Trustees of Defiance Public Library met for its monthly meeting on Wednesday, September 30, 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 5:01 P.M. Board members in attendance were Beth Michel, Chris Korhn, Shari Hedge, and Jenny Derringer. Tammy Bowers was absent. Staff members present: Interim Director Rob Giesige, CFO Kristi Keefer, and Elaine Talbert. Director Cara Potter attended via Zoom.
Visitors: Mark Weaner, Judy Hasch, Tabitha Sullivan, Taryn Lawson, and Shannon McClure

The Finance Committee met on September 8, 2026, at 4:00 P.M. at the Defiance Public Library. Vice President Beth Michel, Board Secretary Chris Korhn, Interim Director Rob Giesige, and CFO Kristi Keefer attended. Rob Giesige reported to the library board that August PLF came in at $132,013.00 below the estimate. The YTD 2026 PLF is 0.11% below the estimate. August was normal, with revenue and expenditure in line with the budget.

The Personnel Committee met on September 9, 2026, at 5:00 P.M. at 311 Fort Street, Defiance, Ohio, to discuss director search, address donated PTO to cover extended absences, and a staff request for vacation carry-over. Committee Chair Beth Michel, Chris Korhn, Jenny Derringer, Director Cara Potter, Interim Director Rob Giesige, and CFO Kristi Keefer were present. Beth Michel reported to the library board that Beth Michel and Rob Giesige will meet to discuss a tentative plan to seek internal candidates first, with the outside search delayed until after the election and levy results.

Chris Korhn, Shari Hedge, and Mark Weaner updated the library board on the activities of the Friends of the Defiance Public, Johnson Memorial, and Sherwood Branch Libraries, respectively.

Consent Agenda
Beth Michel moved, and Chris Korhn seconded, to approve the Consent Agenda.

- Approval of the Minutes of the Regular Board meeting August 26, 2026.
- Approval of the August 2026 Financial Reports as reviewed by the Finance Committee and approval of the payment of bills for September 2026.
- Approval of the Fiscal Officer's Report as presented.

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

Beginning Balance	$	2,633,120.33
Revenue	+	146,164.06
Expenses	-	172,795.34
Month End Balance	$	2,606,489.05

August 2026 PLF: 132,013.43

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

Personnel

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- Approval of the appointment of Emily Gearhart as the 30 hour/week JML Branch Associate. Her start date was September 14, 2026, with an hourly pay rate of $16.65.

Revenue and Appropriation Adjustments

- Approval of accepting donations from Current Event Club and Realty Five of Defiance.
- Approval of an increase in General Fund Unrestricted Contributions & Gifts of $259.79.
- Approval of an increase in General Fund appropriations in Adult Reference Books for $19.79.

Motion Carried.

Items for Discussion:

Addendum
The Danville Heritage Association purchased the stored former DPL reference desk for $500.00. They will use the desk in their renovations.

State Bank CDARS
The State Bank CDARs were renewed for a 12-month period at 3.25% on 9/25/2026.
Beth Michel moved, and Jenny Derringer seconded, to approve renewal of the State Bank CDARs for a 12-month period at 3.25% on September 25. 2026. Motion Carried.

Policy Update
The personnel committee reviewed the DPLS Donated Paid Time Off policy.
Jenny Derringer moved, and Chris Korhn seconded, to approve the updated DPLS Donated Paid Time Off Policy. Motion Carried.

Annex update
Director Cara Potter and SHP applied for the annex parking variance as directed by the library board to be considered at the
The updated SHP Design & Development Opinion of Probable Cost has an increase of approximately $323,200.

Levy Committee
Cara Potter reported that the DPLS levy ballot heading and language on the draft ballot were updated to match the correct legal language approved by the DPLS Board of Trustees. Bricker Graydon and Cara Potter worked with Defiance County Director of Elections Tonya Wichman to correct the wording.

Cara Potter spoke to the Defiance City Council on September 8, and at a DPL Annex Info Session on Wednesday, September 30. She will also speak on October 5 to the Defiance Rotary Club; on October 6 at the JML Annex Info Session and the Hicksville Village Council; and on October 13 to the Hicksville Village Rotary.

Beth Michel told the library board the Levy Committee will meet one more time before the election; individuals are continuing their jobs now until the election.

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Other Items for Consideration.
The Ohio Open Doors event went very well.
Taryn Lawson spoke to the Library Board about her presentations to the School Boards and social media on how to handle questions.

Rob Giesige spoke to the Library Board about the front doors. Midstate Contracting has worked on the doors before and will send a quote to repair and refurbish them.
The retaining wall along the river may need repair or replacement. The city manager said he believes the library and Defiance City may need to work together to replace the wall. The library does not own or manage the retaining wall, but it would be willing to work with the city on a grant application to repair or replace it. As part of this process, the city plans to ask counsel to legally define which entity owns the fort grounds, as no one has done so before.
Rob Giesige has successfully reduced the library system's Google account cost from $1,800/month to a business plan costing around $700.00/month.

The next Regular meeting is scheduled for Wednesday, October 28, 2026, at 5:00 P.M. at the Sherwood Branch Library.

Meeting adjourned by Board President Dennis Sobecki at 5:43 P.M.

_____, President

_____, Secretary