



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

January 15, 2025

In Attendance: Perry Parsons, Laura Zureich, Elizabeth Yendrek, Bill Forgetting, Josh Rice, Abigail Anderton, Erin McIntosh

Absent:

Guests: Rebecca Thomas

Staff: Nieca Nowels (Director), Michael Schmenk (via ZOOM), Erica Heberling, Kara Gibson

CALL TO ORDER

President Parsons called the meeting to order at 5:06 p.m.

OATHS OF OFFICE

Abigail Anderton stands before Director Nieca Nowels who recites the Oath of Office to be a member of the Board of Trustees. Abigail responds, "I do." She signs, Nowels signs, and then Nowels notarizes the document.

Director Nowels then informs the room of the following:

Casey Rhine took his Oath of Office as Deputy Fiscal Officer on Wednesday, January 15th, 2025 at the Marysville Public Library. The Oath was administered by Nieca Nowels.

Mike Schmenk took his Oath of Office as Fiscal Officer on January 15, 2025 in Jefferson County, Colorado. The Oath was administered by Skye Love Justice, Notary Public, State of Colorado.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the December 18, 2024 meeting.

Motion 1-25

Laura Zureich moved approval of the minutes of December 18, 2024, as presented, seconded by Erin McIntosh.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgetting Aye		

Minutes were approved as presented.

APPROVAL OF AGENDA

President Parsons suggests adding the item of "Dental Coverage" under New Business. As well as, the item "Job Description for Marketing Specialist" under New Business. Nieca and Laura voiced agreement.

After a review of the agenda, President Parsons asked for approval of the January 15, 2025 agenda as amended.

Motion 2-25

Abigail Anderton moved to approve the January 15, 2025 agenda as amended, seconded by Beth Yendrek.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

Agenda approved as amended.

PUBLIC COMMENTS

Nieca takes the time to discuss an email from community member and patron Bob Hammond. He reached out to Nieca to request support from the Board. He is informing the community about the charter amendments on the ballot in May. He knows the library is impacted by the TIF amendment and thought maybe the Board could provide a statement in support of his efforts. The Board discusses the request aloud and is in agreement that an endorsement cannot be made, but they suggest he reach out to the county auditor for the data and numbers that show how the Library is impacted by the TIFs. Nieca agrees and will draft a response to Mr. Hammond.

FRIENDS OF THE LIBRARY UPDATE

Rebecca Thomas reported the following via an email from Dave Irish:

“The Endowment fund started on January 1 of 2024 at \$430,413 and closed on December 31 at \$475,279. \$17,564 was presented to the Library in January. There were only 2 \$1,000 contributions made to the Endowment fund during the year. The time weighted return was 11.46%. An average of around 10% was held in money market during the year to take advantage of market movements. It is estimated that the contribution to the Library will be around \$20,788 based the December 21, 2024 balance.”

Rebecca requests ideas for fundraising. The Friends are also looking for volunteers to join them and note there are two open positions on their Board.

The Board thanks and she exits.

ELECTION OF OFFICERS

The following slate of officers for 2025 is proposed:

President-	Perry Parsons
Vice- President-	Erin McIntosh
Secretary-	Abigail Anderton

President Parsons asks the Board to consider a motion to accept the slate of candidates as Officers for 2025.

Motion 3-25

Laura Zureich moved to approve the slate of candidates as Officers for 2025d as presented, seconded by Bill Forgette.

McIntosh Aye
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

The Officers for 2025 were approved as presented.

REGULAR MEETING DATE AND TIME

Josh Rice speaks to propose the idea of moving the start time of the Wednesday Board Meetings to 5:30 instead of 5:00. Several Board members agree this would work better for them and all agree. They discuss Committee meetings and agree those will remain as they are currently, which is 4:30 for Planning Committee meetings and 5:30 for Operations and Finance meetings. Committee meetings are held on the Tuesday before the Board meeting and scheduled as needed.

President Parsons asked the Board to consider a motion to approve establishment of the regular schedule for 2025. Committee meetings will be scheduled as needed, generally taking place the Tuesday before the regular meeting.

January 15	July 16
February 19	August 20
March 19	September 17
April 16	October 15
May 21	November 19
June 18	December 17

Motion 4-25

Abigail Anderton moved to approve the regular schedule for 2025 as amended, seconded by Beth Yendrek.

McIntosh Aye
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

The schedule for 2025 was approved as amended.

RESOLUTION FOR FISCAL OFFICER'S SALARY

Resolution: Be it resolved by the Board of Trustees of the Marysville Public Library that the Fiscal Officer's salary for 2025 will be \$44,417.15. This is effective January 1, 2025.

Motion 5-25

Erin McIntosh moved approval of accepting the Resolution for the Fiscal Officer's salary for 2025 as presented, seconded by Abigail Anderton.

McIntosh Aye
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

The Resolution for the Fiscal Officer's salary was approved as presented.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM.

He discusses Page 1. Looking at the Summary, there is \$218,319 carry over into 2025. This will increase the General Fund as a result. Some of the carryover is due to needing to pay the remainder of the Bookmobile. Mike informs the Board that he got information for an expected projection of around \$500,000 increase with the passing of the levy. He concludes that everything looks good and expenses are under budget.

Motion 6-25

Josh Rice moves to approve the December 2024 Financial Report as presented, seconded by Abigail Anderton.

McIntosh Aye
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

The December 2024 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels begins

Director Nowels gives a strategic plan update. The groups all met. Will pass around documents and charts with the information they have created/collected/topics they have come up with. Laura asked about the timeline. Nieca said most of it is in hand, and hopes to have something ready by next meeting. Passes around progress.

Farber Bookmobile update: The vehicle should be completed soon and then would be sent to Mercedes for programming. Ali and Nieca went last Friday to meet with the Outreach Manager from Delaware County District Library for information about how they operate their bookmobile. Very productive and informational. Scheduling, guidelines for where they park, etc.

Document passed out, which were Mike's estimates of the costs to operate Raymond. Explanation of staffing costs. Michelle sent an email that provided answers to some of the questions that the Board had asked in December. 4.5 hour shift per employee for Saturdays, 6.5 Wednesdays. Discussion of shifting hours on Wednesdays to be later.

Perry notes they are 1.1% of total budget. Discussion of hours increase, would it lead to increased circulation? Erin notes it's a growing community. Saturdays may help. Bill suggests evening hours may help. Suggestion from Erin of a trial period. Beth notes we should do one or the other, either shut it down or open it up. Erin mentions hearing of excitement in community about Bookmobile. Laura asked if Raymond is in the Strategic Plan. Nieca comments that we will need to get it in there, and will add section on Raymond. Erin says one goal should be pertaining to Raymond. Plans for it, etc. Laura asks how many years do we plan on the plan covering. Nieca says three or four. Erin recommends three.

Looking at printed report. Laura asks what FacilitySight is, as Nieca met with them. Nieca explains it is a company for various people count statistics.

COMMITTEE REPORTS

Executive – Bill Forgette (Chair), Laura Zureich, and Beth Yendrek - Did not meet.

Planning and External Relations - Elizabeth Yendrek (Chair), Abigail Anderton, and Bill Forgette - Did not meet.

Operations and Finance – Laura Zureich (Chair), Erin McIntosh, and Josh Rice – Met on Tuesday, January 14th, 2025. Perry attended in place of Erin.

Chairperson Laura notifies they reviewed 3 items.

They went over job descriptions for a few clarifications of duties. There was discussion of the Deputy Fiscal Officer tasks regarding the HR staff member and the Administrative Assistant staff member. Deputy Fiscal Officer duties should also be added to Administrative Assistant job description.

Mike reported that Aetna dental coverage cost would be ~\$8,000 and they are in favor of covering this cost for eligible employees.

Reviewed the Marketing Specialist job description. Discussed Ali's role as Community Engagement Manager. The new position would free up Ali to focus on the bookmobile and Outreach. Because an Outreach Manager position was not hired, there is money already in the budget. The committee recommends approval of the Marketing Specialist job.

COMMITTEE APPOINTMENTS

Operations Committee

Josh Rice (Chair), Erin McIntosh, and Laura Zureich

Planning & External Relations Committee

Abigail Anderton (Chair), Elizabeth Yendrek, Bill Forgette

Executive Committee

Erin McIntosh (VP-Chair), Abigail Anderton, Josh Rice

OLD BUSINESS

None.

NEW BUSINESS

Resolution for Advance Distribution of Tax Dollars

President Parsons asks the Board to consider a motion to approve the Resolution for authorization to have the County Auditor release advance distribution of tax dollars.

BE IT RESOLVED that the Board of Trustees of the Marysville Public Library authorizes the Fiscal Officer of the Library, Michael F. Schmenk, on behalf of the Marysville Public Library, to receive tax advances and settlements from the Union County Auditor for the year 2025.

Motion 7-25

Laura Zureich moved to approve the Resolution for authorization to have the County Auditor release advance distribution of tax dollars as presented and seconded by Josh Rice.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The Resolution for advance distribution was approved as presented.

Dental Insurance Coverage

President Parsons asks for a motion approve using the insurance refund to cover the costs of Dental for eligible- single coverage employees.

Motion 8-25

Erin McIntosh moved to use the insurance refund to cover the costs of Dental for eligible employees as presented and seconded by Bill Forgetting.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgetting Aye		

The motion to cover the Dental for eligible employees was passed.

New Job Description

President Parsons asks for a motion to approve the Marketing Specialist job description as presented.

Motion 9-25

Bill Forgetting moved to approve the new Marketing Specialist job description as presented and seconded by Erin McIntosh.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgetting Aye		

The motion to approve the Marketing Specialist job description was approved as presented.

Bond for Deputy Fiscal Officer

Perry Parsons asks for a motion to approve the bonding of Deputy Fiscal Officer, Erica Heberling, for the 2025 calendar year.

Motion 10-25

Josh Rice moved to approve the bonding of the Deputy Fiscal Officer, Erica Heberling, for the 2025 calendar year, as presented and seconded by Laura Zureich.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgetting Aye		

The motion to approve the bonding of Deputy Fiscal Officer Heberling was approved as presented.

RECOGNITION OF GIFTS

\$24.25 - Donations in Donation Box
\$830.00 - Union County Genealogical Society

Total Donations: \$854.25

Dobby's Sock Drive- 898 pairs

President Parsons asks for a motion to accept with appreciation the gifts presented.

Motion 11-25

Abigail Anderton made a motion to accept with appreciation the gifts presented. This was seconded by Elizabeth Yendrek.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The motion to accept the gifts was passed.

UPCOMING EVENTS

January 28	Trivia at Boston's
February 8	2 nd Annual Sweetheart Tea Party

ADJOURNMENT

The meeting was adjourned by President Perry Parsons at 5:52 p.m.
The next board meeting will be on Wednesday, February 19, 2025 around 5:30 pm at Main Library.

Perry Parsons, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

February 19, 2025

In Attendance: Perry Parsons, Bill Forgette, Abigail Anderton, Josh Rice, Elizabeth Yendrek, Laura Zureich

Absent: Erin McIntosh

Guests: Melanie Muscolo, Brad Griffith, John Young, Ellen Crnko, Jen Snyder, Danielle Johnson, Staci Wisma

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Ali Parthemore, Morgan Thompson, Lauren Lemmon

CALL TO ORDER

President Parsons called the meeting to order at 5:31 p.m.

MEET THE STAFF

Parsons introduces Morgan Thompson to the Board.

Morgan says hi to the room. She shares that she is part of the circulation staff. Her two-year anniversary with MPL is coming up in April. Morgan also helps out in Youth Services when they are in need of staff. She goes to work at the Raymond Branch once a month too. Morgan enjoys her time at the library and thinks it is a fun experience.

She shares a bit about her life outside work. A 2022 graduate of Marysville High School, she was a member of marching band, playing the clarinet beginning in 6th grade. She identifies herself as a bit of a “band nerd.” She has one sibling, a younger sister, who is in the Army National Guard.

Nieca asks her what her favorite part about working at the library is. She replies that the people are her favorite, they brighten her day. There are a variety of different patrons that visit and many regulars that she has enjoyed getting to know.

She concludes by thanking the Board. They thank Morgan in return.

She exits the meeting.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the January 15, 2025 meeting.

Motion 12-25

Laura Zureich moved approval of the minutes of January 17, 2024, as presented, seconded by Bill Forgette.

McIntosh Absent
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Parsons asked for approval of the February 19, 2025 agenda as presented.

Nowels mentions the addition of "Quote for Concrete" under "New Business."

Motion 13-25

Elizabeth Yendrek moved to approve the February 19, 2025 agenda as amended, seconded by Abigail Anderton.

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Aye	Forgette	Aye				

Agenda approved as amended.

PUBLIC COMMENTS

None.

FRIENDS OF THE LIBRARY UPDATE

Director Nowels informs the Board that Rebecca Thomas is unable to attend, but sent an email that reads as follows:

"Our new membership committee & fundraising committee chairs are getting their feet under themselves still but we will be doing our membership drive/renewal in the spring. If the board has any suggestions on potential benefits we could offer for being a friend - the committee is going to be reviewing the pamphlet & making some updates in the next month so we'd love your ideas.

Becky Wever is reaching out to Teddy at Walking Distance about organizing picking up books - I will keep you posted as I hear more."

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM.

Mike begins by stating that so far, with only having one month to report on (January), things are looking good. He notes page 1 showing 2024 finished with \$2XX,XXX. The money was moved to the General Fund as a result of the overage.

He shares that the county auditor informed him the estimate from the real estate taxes is 1.883 mil. 75% of that amount is certified. Mike says he prepares according to that estimate. The appropriations shows a loss, but with the full amount it will be fine or even over, with more to add to the General Fund.

Schmenk is working on the advances. They seem to be issuing them quickly this year.

There is not a lot happening so far this year, but he assures finances are looking good and expenses are underbudget.

Motion 14-25

Laura Zureich moved to approve the January 2025 Financial Report as presented and seconded by Abigail Anderton.

McIntosh Absent Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

The January 2025 Financial Report was approved as presented.

Appropriations Budget for 2025

President Parsons asks for approval of the Appropriations Budget for 2025.

Motion 15-25

Bill Forgette moved to approve the Appropriations Budget for 2025 as presented, seconded by Elizabeth Yendrek.

McIntosh Absent Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

The Appropriations Budget for 2025 was approved as presented.

WEBSITE PRESENTATIONS

Ali Parthemore announces that we will be hearing website design presentations from the three finalist companies:

- Buckeye Innovation and Web Design
- Berry Digital Solutions
- Shout It Out

Buckeye Innovation and Web Design:

- New Albany, Ohio
- Passionate about helping the community and bridging gaps with technology
- Experience with other libraries
- Would design website and then train staff to make changes and updates
- 11 week timeline estimate for completion
- Budget: ~\$55,000
 - o Includes website and training
 - o Support after completion is a monthly fee based on level of needs
- Customer support within one day, typically within an hour though

Berry Digital Solutions:

- Urbana, Ohio
- Over 200 clients. Experience with non-profits and government websites, no libraries though
- Relationship based, value working one-on-one with the client
- Would do all updates, no back-end access for MPL staff. Email updates to them and they will maintain site.

[Lauren exits at 6:27]

- 8-10 week timeline estimate for completion

- Budget: \$15,000 for website, but would give a community discount to the library=\$12,000.
 - o Monthly maintenance \$50-\$150 depending on needs
- Customer support within one day, typically within two hours though [Staci and Danielle exit]

Shout It Out Design:

- Springfield, Ohio
- Experience with other libraries websites and marketing
- MPL's current website maintenance provider, they did not build it though
- Emphasis on a timeless website design that is easily accessible and attractive to viewers. Website should engage the community
- They will do updates, but encourage those comfortable with doing updates to do them as they can with back-end access
- Research community and staff to build a website that is specific to our needs and includes features that truly benefit everyone
- Budget: \$11,500 website fee
 - o Monthly maintenance fee

The Board thanks the presenters for their time and efforts

John, Ellen, and Jen exit.

DIRECTOR'S REPORT

Director Nowels provides a bookmobile update, showing the Board pictures. She states that it drives nicely, she drove it herself. After delivery, they found a leak. The supplier came this morning and took it back. They found the source of the leak and resealed the roof to fix it. They also found missing labels and are adding those too. The bookmobile should be back tomorrow or Friday. There is discussion and excitement over the bookmobile features and opportunities. Nowels informs that training was completed for 6 staff members. It is not ready for community roll out yet, however. Planning to do slow introduction, starting with preschools, nursing homes, etc. She shares the bookmobile is committed to the yearly community event, Touch a Truck. The naming of the bookmobile is coming, staff are going to submit ideas and one will be selected. The Board shows more eagerness for the soon launch of the vehicle and its services.

Nowels provides an update about the Strategic Plan. She apologizes, stating that not a lot of progress has been made, as we have been busy. We will be discussing the topic at tomorrow's Manager Meeting. Laura asks if there is an estimated completion date. Nieca responds, hopefully by April.

Buckeye Innovation staff exits at 7:14.

Next, Nieca shares information about the Summer Summit, a conference about summer lunches sponsored by the Department of Education and Workforce. She is on a panel that is discussing libraries serving as summer lunch sites and sponsors. She has emailed the Marysville Schools to serve as providers again. If not, she will contact Fairbanks. Planning will move forward as though we are going to get grant for the SLP.

The carpet and painting project is to start the last week of July. They will begin in the basement. She shares a rough outline of how it is going to happen, the moving of shelves, etc. They

estimate MPL should only need to close for two days- around August 6th and 7th. The whole project should last about a month.

Nieca reminds everyone of the Rick Steves event tomorrow. We are a sponsor, and she will be there in attendance.

Laura asks about next steps after presentations. Nieca indicates preference of Shout it Out Designs, as John has provided support for years. Ali agrees and confirms. Discussion of companies and what they offer us and what is a fit for us, our staff and our community.

COMMITTEE REPORTS

Executive – Bill Forgette (Chair), Laura Zureich, and Beth Yendrek – Did not meet.

Planning and External Relations - Elizabeth Yendrek (Chair), Abigail Anderton, and Bill Forgette --- Did not meet.

Operations and Finance – Laura Zureich (Chair), Erin McIntosh, and Josh Rice – Did not meet.

OLD BUSINESS

None.

NEW BUSINESS

New Website Design

President Parsons asks for approval to hire Shout It Out for our redesign needs, recognizing the timely needs that need to be met urgently, not to exceed the amount of \$12,000.

Motion 16-25

Bill Forgette moved to approve the hiring of Shout It Out for the website redesign, not to exceed \$12,000, as presented, seconded by Abigail Anderton.

McIntosh Absent
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

The hiring of Shout It Out was approved as presented.

Sidewalk Project Update

Beth exits at 7:30.

Director Nowels informs the Board of the base price to fix the sidewalk and then the slight increase of the price to add the other sidewalk repair. She recommends the latter. Perry agrees that it makes sense to fix the whole sidewalk for the small price increase. It will be better in the long run to take care of it all now.

President Parsons asks for a motion to approve hiring Majier Concrete Construction, Inc. to complete the sidewalk project, not to exceed \$27,000.

Motion 17-25

Laura Zureich moved to approve hiring Maijer Concrete Construction, Inc. for the sidewalk projec as presented, seconded by Josh Rice.

McIntosh Absent Zureich Aye Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

The hiring of Maijer Concrete Construction, Inc. was approved as presented.

RECOGNITION OF GIFTS

\$1.71 – Donations in Donations Box

\$1,000.00 – Anonymous Donation

Total Donations- \$1,001.71

Motion 18-25

Josh Rice made a motion to accept with appreciation the gifts presented. This was seconded by Bill Forgette.

McIntosh Absent Zureich Aye Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

The motion to accept the gifts was passed.

UPCOMING EVENTS

- | | |
|-------------|---|
| February 20 | An Evening with Rick Steves (in Columbus) |
| February 25 | Trivia Night at Boston’s |
| March 3 | The Path to Publishing: Do It Yourself |

ADJOURNMENT

The meeting was adjourned by President Parsons at 7:35 p.m.

The next board meeting will be on Wednesday, March 19, 2025 at 5:30 pm at Main Library.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Erica Heberling



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

April 16, 2025

In Attendance: Perry Parsons, Bill Forgette, Abigail Anderton, Josh Rice, Elizabeth Yendrek, Laura Zureich

Absent: Erin McIntosh

Guests:

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Kim Nelson, Michelle McNeil

CALL TO ORDER

President Parsons called the meeting to order at 5:31 p.m.

MEET THE STAFF

Michelle informs that Kim is running around 5 minutes late. President Parsons decides to go ahead and move to item 2 on the agenda.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the February 19, 2025 meeting.

Motion 19-25

Laura Zureich moved approval of the minutes from February 19, 2025, as presented, seconded by Bill Forgette.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Parsons asked for approval of the April 16, 2025 agenda as presented.

Nowels mentions there will be no Friends of the Library update.

Motion 20-25

Abigail Anderton moved to approve the April 16, 2025 agenda as amended, seconded by Josh Rice.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

Agenda approved as amended.

PUBLIC COMMENTS

None.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM.

Mike says there was nothing worth noting in February's report. Expenses this year are under budget and revenue is trending above budget. Most of the money from the levy is showing in March and a little will show in April. The first year of collecting from the replacement levy is going well. The projection looks to meet our budget needs.

Kim enters at 5:33

Motion 21-25

Josh Rice moved to approve the February 2025 Financial Report as presented and seconded by Elizabeth Yendrek.

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Aye	Forgette	Aye				

The February 2025 Financial Report was approved as presented.

Motion 22-25

Bill Forgette moved to approve the March 2025 Financial Report as presented and seconded by Laura Zureich.

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Aye	Forgette	Aye				

The March 2025 Financial Report was approved as presented.

Meet the Staff guest Kim Nelson enters and Nieca introduces her. She is a Patron Services Department Member.

Kim shares that she has been with the library for 7 and a half years. She loves it here and plans this to be her last job until she retires. She states that she is a Circulation Assistant and reports to Michelle. In this role, she helps with many different tasks, such as her latest project- updating the circulation manuals. There are several copies of this manual at Marysville and one at Raymond as well. She helps cover desks when needed, works designated weekends, and does a lot of behind the scenes work in the back workroom. Various tasks like labeling and communicating with other libraries are part of her workday as well.

Kim continues to share a little personal information about herself. She is a people person; thus, her favorite part of her job is talking to people. She also enjoys problem solving and investigating, which lends well to her role at the library. Kim has three grandsons and is an active member of her church. Bill asks if she has gotten her grandkids set up with library cards and she replies with an enthusiastic yes. Visiting other libraries is a hobby of hers. She frequents those in and surrounding Union County, as well as some in other states when she is on a trip or vacation. Often Kim will take concepts she sees at other libraries and think how it could be useful at MPL. Kim says that it is fun at the library and not really work, she really

enjoys the staff she works with. The Board is glad to hear this and thanks her for her time. She thanks them in return.

DIRECTOR'S REPORT

Director Nowels provides an update on the Strategic Plan. She mentions that she shared the update at the committee meeting yesterday. They are making progress. The Raymond branch intends to open from 10-2 on Saturdays in June. Also, it is shifting to be open later on Wednesdays in June.

An update for the Bookmobile was that the library has received permission from the city to park behind their shed and plug in to it for charging. Ron ensured the outlet got changed to accommodate the needs of the Bookmobile. This location is much more convenient for the staff. The first Friday of June will be the first official event for the Bookmobile at Touch-a-Truck. In May the staff will have the vehicle out and about to train.

Nowels shares that she attended Legislative Day. There are concerns about the State Budget in respect to libraries. Nowels shares the following with the room:

“State Budget Update

In early February, Governor DeWine released his budget proposal for Fiscal Year 26-27. In that proposal, he included an increase to the PLF from 1.7% of the GRF to 1.75% of the GRF. At that time, that was projected to be:

FY 2026: \$531.7 Million

FY 2027: \$549.1 Million

In early April, the House released their initial budget language. This budget eliminated the PLF as it currently exists in state law, and placed library funding into a line item, making it more vulnerable to elimination in future state budgets. Their initial budget also included a new distribution method, that would cut funding to 39 counties July 1st. Some of the libraries in those counties ONLY receive state funding. The proposed formula would benefit Union county but would be devastating to the libraries in many counties. And it's not just about individual libraries, it's about Ohio libraries as a whole.

The line item amounts they proposed were significantly less than what the Governor's budget was projected to provide for libraries.

Line items proposed in Sub. HB 96 (House Version):

- FY 2026 – \$485 million
- FY 2027 – \$495 million

The Ohio Library Council asked us to reach out to our patrons and invite them to contact their legislators and tell them how much their library meant to them. The Ohio public library users really showed up and emailed and called their representatives. The House made some minor changes to their Bill, and in the version sent to the Senate, they proposed \$490 million in FY 2026 and \$500 million in FY 2027. A small increase, but certainly not what the Governor was suggesting, and around what libraries received in 2001 (\$496,458,342.)

Now the Bill has been sent to the Senate. Based on feedback at Library Legislative Day as well as meetings with individual senators, the Senate does plan to review the distribution formula. In addition, several members of the legislature are pushing for a study on consolidation. The consolidation discussion would not just be merging independent public library systems together under one system in each county, but changing the organizational structure so that Ohio is similar to other states where libraries are under city or county government. In addition, several

on both sides of the aisle have confirmed that if the PLF is moved to a line-item, it could be completely eliminated in the next state budget two years from now as many of our supporters in the majority caucus are term limited and we do not yet know who will be governor.

For now, the Senate is contemplating changes to the House proposal. Several library systems across the state have done their own studies at the county level on how to distribute the PLF within their county. Some of those studies have taken up to two years and some have been appealed to the Ohio Board of Tax Appeals and gone through litigation. To do a thorough and effective study takes time and may look at multiple factors such as circulation, square footage, poverty, local property tax contribution, as well as per capita population. I will tell you that the Union County formula was adjusted around 15 years ago, and each county approaches it differently. We currently receive over half of the PLF allotment for the County.

Once the Senate puts forth their version of the Budget, the three entities will come together to try to iron out a budget that works for all of them. For now, we wait. And I get to attend a lot of extra update meetings.

In case you were wondering, in 2024 our library received \$920,112.74, which was about \$7,000 less than had been projected and was significantly less than we received in 2023 (\$971,140.56.)”

Mike voices that MPL receives 58.8% of the funds allotted to Union County libraries.

Director Nowels mentions she will be attending more meetings Thursday and Friday about the issues. The information in the above quote was gathered from various OLC emails and information at Legislative Day.

Laura asks Nieca about the progress of the compensation study. Nieca replies that she has been in touch with Mark and has notified him that she is behind. She hopes once Casey returns from parental leave, he will be able to take lead on finishing this project.

COMMITTEE REPORTS

Executive – Erin McIntosh (Chair), Abigail Anderton, and Josh Rice – Did not meet.

Planning and External Relations - Abigail Anderton (Chair), Elizabeth Yendrek, and Bill Forgette --- Met yesterday. Abigail shares that they went over the Strategic Plan update.

Operations and Finance – Josh Rice (Chair), Erin McIntosh, and Laura Zureich– Met yesterday. (Erin absent) Josh reports both items they discussed are in the agenda under new business. Policy and tile replacement. The committee is recommending using building funds for the floor tile and also recommending approval of the policy.

OLD BUSINESS

None.

NEW BUSINESS

Virtual Meetings Policy

President Parsons asks if the Board had reviewed the policy.

Nowels states that we had to decide two items in the policy specific to Marysville Public Library. We determined that a major non-routine expenditure means \$50,000. Also, a significant hiring decision for our Board was the hiring of a director or fiscal officer. She anticipates the Board may want to use this policy when traveling for business or family but wishes to attend meeting.

Laura asks if there a limit to the number of times a person can do this or the Board can do this. Nieca responds, no not unless we would add it into the policy.

Nieca notes two agenda items- the acceptance of the policy and adding mention into the Bylaws.

Bill checks on clarification of the sharing of the link. Discussion of how Nieca and Perry interpreted it differently. Nieca was informed it was only if everyone was virtual that the link had to be made available to the public. Bill, Laura and others in favor of Nieca reaching back out for clarification. Laura suggests rewording of the policy as it seems that even if only one person is attending virtually, all public can access link. Perry confirms this is what he understands and has not heard good feedback of public being remote. Nieca agrees to contact OLC for clarification. Everyone agrees that we should table the two motions.

Replacement Tile

President Parsons asks for a motion to approve an expense of \$31,000 to replace the tiles in the entryway and stairwell.

Motion 23-25

Elizabeth Yendrek moved to approve the expense of \$31,00 for replacement tile as presented, seconded by Abigail Anderton.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The replacement tile expense was approved as presented.

RECOGNITION OF GIFTS

\$20,789.00 – Friends of the Library Endowment Donation to the Library

\$1.71 – Donations in Donations Box (February)

\$.85 – Donations in Donations Box (March)

\$25.00 – Donation in Memory of Danny S. Green

Total Donations- \$20,825.27

Motion 24-25

Laura Zureich made a motion to accept with appreciation the gifts presented. This was seconded by Josh Rice.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The motion to accept the gifts was passed.

UPCOMING EVENTS

April 20

Easter- Library Closed

April 22

Trivia Night at Boston's

April 23-25

Tree Giveaway

May 8

Books on Tap at Happenstance Brewing Project

ADJOURNMENT

The meeting was adjourned by President Parsons at 6:22 p.m.
The next board meeting will be on Wednesday, May 21, 2025 at 5:30 pm at Main Library.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Erica Heberling



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

May 21, 2025

In Attendance: Perry Parsons, Bill Forgette, Abigail Anderton, Josh Rice, Elizabeth Yendrek, Laura Zureich

Absent: Erin McIntosh, Michael Schmenk

Guests:

Staff: Nieca Nowels, Erica Heberling, Amy Taylor

CALL TO ORDER

President Parsons called the meeting to order at 5:31 p.m.

MEET THE STAFF

Director Nowels introduces Amy Taylor to the Board.

Amy begins by informing the Board she just started working at MPL two weeks ago and is currently in her third week in Youth Services. She is also a new “Ohioan” of three weeks. She just relocated from Kentucky. She grew up in Illinois then in her early twenties moved to Kentucky and then into Tennessee and eventually went back to Kentucky. She is happy to be in Ohio and around all the civilization here.

She worked at Eastern Kentucky University and finished grad school there. She lived several places in Tennessee and bounced all over trying to find her place. Her parents reside in Columbus, so the ability to be close to them and take on the city life appealed to her.

Amy shares that she has been a youth services librarian before and has experience with teen programming and working at the college level too.

She is happy to be a part of the Marysville team and has already learned a lot in her training. She visited schools to inform them on the library’s Summer Reading Program. She was informed of the summer lunches that the library will be serving to the youth of the community and is eager to take part in this service and see how it goes. The Board and Amy merrily converse and end by thanking each other.

Amy exits the room at 5:36.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the April 16, 2025 meeting.

Motion 25-25

Laura Zureich moved approval of the minutes from April 16, 2025, as presented, seconded by Elizabeth Yendrek.

McIntosh Absent

Zureich Aye

Rice Aye

Yendrek Aye

Anderton Aye

Forgette Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Parsons asked for approval of the May 21, 2025 agenda as presented.

Nowels mentions there will be an item added under New Business- the request for approval to purchase a new bike rack.

Motion 26-25

Elizabeth Yendrek moved to approve the May 21, 2025 agenda as amended, seconded by Bill Forgette.

McIntosh Absent

Zureich Aye

Rice Aye

Yendrek Aye

Anderton Aye

Forgette Aye

Agenda approved as amended.

PUBLIC COMMENTS

None.

FRIENDS OF THE LIBRARY UPDATE

Director Nowels informs that Rebecca of the Friends is unable to attend, but emailed her the following update to read aloud:

“1) We have planned a dine to donate night (thanks Anita & Ali!) with Boston's. The flier is attached, and you must have the flier with you in order for them to count your contribution so remind folks to please print them

2) We are planning on having a booth at your summer reading kickoff on the 31st and will be giving away some snacks and have a "connect 4" game for kids to play. We only had one volunteer sign up, so if anyone is willing to help her I am sure she will appreciate it. I will be out of town with my son's travel baseball team at a tournament.

3) Richwood coffee has the Friends as a featured beneficiary until the end of June - so encourage folks to load up their drink cards this month

4) Our endowment fund has obviously taken a hit with the market. We were sitting at \$406,151 in the March report out. We were still up vs the S&P500 by about 1% so we are taking that as a win.”

Nowels states that Boston's Dine to Donate flyers have been printed and placed at each of the desks. Copies will also be taken to Trivia at Boston's since it is the same evening.

FINANCIAL REPORT

Mr. Schmenk provided Nieca Nowels with his Financial Report for April.

Nowels shares he sent it before going on vacation. According to Mike, in all, things are in shape. PLF is up so far, the future is unsure. She says if there are any questions she will try her best to answer or may relay it to Mike. The Board has no remarks.

Motion 27-25

Josh Rice moved to approve the April 2025 Financial Report as presented and seconded by Laura Zureich.

McIntosh Absent
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

The April 2025 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels provides updates.

Strategic Plan:

She spoke with Casey today and he has all of his notes that he is working to format. He should have it turned in by next month.

Bookmobile:

Nowels shares that staff have been out and about driving it for practice. They will be loading it on Tuesday with materials. Touch-A-Truck event is set for June 6th as its first official event.

Budget:

She reached out to Jay Smith, a lobbyist for OLC, for an update. He responded via email as follows:

“The only update I have is that the Senate Finance Committee is currently going over amendments to be included in the substitute bill on June 3. They also will be receiving testimony in Senate Finance throughout next week. We are scheduled to provide testimony sometime on Tuesday, May 27.”

There is discussion of budget and uncertainty, but all are hopeful.

Juneteenth:

City is hosting an event where they are serving breakfast. Staff are not working that day, but Nowels will be present and distribute premade take-and-makes from Youth Services, as well as bookmarks with historical information. Bob Parrott is speaking, and the high school band will be performing. She is hoping for a good turnout.

Board Photos for Website:

Nowels states that Ali had brought about the idea of taking the Board member's photos to be posted on the library's website. Most of the Board was willing.

Wage Compensation Study:

Nieca met with Casey today. There will be more discussion at the management meeting tomorrow for better understanding as the results are a lot to delve into. One note is that Circulation Clerks are underpaid. She informs there should be a list ready for proposal by the next Board meeting.

Website:

The photographer is set to come capture photos of programs and Summer Lunches. There will be a wait for the complete website to be done.

Summer Lunches:

Everything required is in for the summer lunch application. Nowels is waiting to hear back from them. There was a miscommunication about the full management plan, but it is submitted. She is hoping to hear back from them by tomorrow.

COMMITTEE REPORTS

Executive – Erin McIntosh (Chair), Abigail Anderton, and Josh Rice – Did not meet.

Planning and External Relations - Abigail Anderton (Chair), Elizabeth Yendrek, and Bill Forgette --- Did not meet.

Operations and Finance – Josh Rice (Chair), Erin McIntosh, and Laura Zureich– Did not meet.

OLD BUSINESS

Virtual Meetings Policy

President Parsons asked for a motion to approve the Virtual Meetings Policy for inclusion in the Administrative Policies of the MPL Policy Manual.

Nowels notes the slight change, two points added below 4. Everyone looks at the change.

Motion 28-25

Elizabeth Yendrek moved to approve the Virtual Meetings Policy for inclusion as presented, seconded by Josh Rice.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The Virtual Meetings Policy was approved as presented.

Bylaws Update

President Parsons asked for a motion to add an update to the Bylaws, specifically:

VI Section H. Virtual Meetings

The Board may conduct All-Virtual or Partial-Virtual meetings. These meetings will be governed by the rules provided in ORC §121.221.

Motion 29-25

Bill Forgette moved to approve the update to the Bylaws as presented, seconded by Abigail Anderton.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The update to the Bylaws was approved as presented.

NEW BUSINESS

Summer Meetings

Nowels mentions that every year we look at our summer meetings and discuss cancelling one of them. Everyone discusses aloud and agrees to keep the June meeting, therefore tabling the topic until then to decide on July or August. Mentions of vacations in July were made as well.

Friday Night Uptown

Director Nowels proposes the idea of possibly closing early on Friday Night Uptown dates. She states that these days are difficult for the library. The parking lot is closed off first thing in the morning and sometimes set up for the event makes getting in and out of the library challenging for patrons and staff. The proposed time to close is 3:00pm. She also notes that not many patrons visit during the time of closure proposed.

With discussion, the Board is unsure and not sure that closing is necessary. Mentions of other temporary parking option solutions and safety concerns should the library be closed. Bill and other members vocalize that they are not in favor of closing. President Parsons says as long as patrons are coming in the door, he feels we should remain open. Nowels responds that she will talk with the City about possibly closing Plum Street and we will make it all work so that we can keep our current open hours.

Bike Rack Approval

Nowels shows the Board a paper with a bike rack in the shape of a bookworm. She explains that during the recent concrete project, it was realized that our current one is rusted and falling apart. As Ron looked into replacements, Nieca thought this was a good opportunity to purchase one that was more of an art piece and creative. The book worm rack would be less than \$5,000 total. All members are in favor and really like the look of the book rack. Laura asks if there is money in the budget for the expense. Nieca replies yes, and that she has also emailed the friends asking if they'd like to contribute.

President Parsons asked for a motion to approve the purchase of a replacement bike rack.

Motion 30-25

Elizabeth Yendrek moved to approve the purchase of a replacement bike rack as presented, seconded by Laura Zureich.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The purchase of the bike rack was approved as presented.

RECOGNITION OF GIFTS

\$22.86 – Donations in Donations Box

\$600.00 – Donation from the Friends of the Library for National Library Week Giveaways for Staff and Patrons

\$676.14 – Donation from the Union County Cultural Arts Council for Programs/Materials promoting the Arts

\$5.00 – Donation from Jack Bilow

Total Donations- \$1,304.00

Motion 31-25

Abigail Anderton made a motion to accept with appreciation the gifts presented. This was seconded by Josh Rice.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The motion to accept the gifts was passed.

UPCOMING EVENTS

April 20	Easter- Library Closed
April 22	Trivia Night at Boston's
April 23-25	Tree Giveaway
May 8	Books on Tap at Happenstance Brewing Project

EXECUTIVE SESSION

President Parsons asked for a motion to enter Executive Session for the purpose of discussing the employment of a library employee.

Motion 32-25

Laura Zureich moved for the Board to enter Executive Session, seconded by Elizabeth Yendrek.

A roll call vote was taken as follows:

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Aye	Forgette	Aye				

The motion to enter Executive Session was passed.

At 6:14 p.m. the Board entered Executive Session.

The Board exited Executive Session at 6:32 p.m.

ADJOURNMENT

The meeting was adjourned by President Parsons at 6:32 p.m.

The next board meeting will be on Wednesday, June 18, 2025 at 5:30 pm at Main Library.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Erica Heberling



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

June 18, 2025

In Attendance: Perry Parsons, Bill Forgette, Abigail Anderton, Josh Rice, Elizabeth Yendrek, Laura Zureich, Erin McIntosh

Absent: Erica Heberling

Guests:

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Casey Rhine, Katie Schwendeman

CALL TO ORDER

President Parsons called the meeting to order at 5:29 p.m.

MEET THE STAFF

Director Nowels introduces Katie Schwendeman.

Katie shares that she has lived in Woodstock for about 3 years. She has a degree in Art from OU. She has done a lot of community outreach in this regard. Her role at the library is a Youth Services Reference Assistant. So far, she loves her job. Everyone is friendly and welcoming. A go-to hobby of hers is baking, particularly scones and pies. She also enjoys hiking. Her pets include: 3 cats, a dog, and a rabbit. With her role at MPL, she is learning more about Dungeons and Dragons to help with that program. She will aid in the upcoming Anime night as well. With her background in art, she plans to run various art programs soon. Pre-teen will be the target age group for these offerings. Another possible program would be a Literature Club. Upon her conclusion, Katie exits at 5:36 p.m.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the May 21, 2025 meeting.

Motion 33-25

Abigail Anderton moved approval of the minutes from May 21, 2025, as presented, seconded by Bill Forgette.

McIntosh Aye
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Parsons asked for approval of the June 18, 2025 agenda as presented.

Motion 34-25

Laura Zureich moved to approve the June 18, 2025 agenda as presented, seconded by Josh Rice.

McIntosh Aye
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

Agenda approved as presented.

PUBLIC COMMENTS

None.

FRIENDS OF THE LIBRARY UPDATE

Rebecca Thomas is absent, no update provided.

FINANCIAL REPORT

Mr. Schmenk reviews the May Financial Report via ZOOM.

Mike reports that the library's financial position is very positive. Over \$300,000 ahead of where we were at this time last year. He expressed concern regarding some of the proposals in the current budget bill affecting property taxes in several different ways. Revenue is solid; about where we are supposed to be. Expenditures are primarily under budget. The insurance payment for the bookmobile was made as part of this report.

Motion 35-25

Abigail Anderton moved to approve the May 2025 Financial Report as presented and seconded by Erin McIntosh.

McIntosh Aye
Anderton Aye

Zureich Aye
Forgette Aye

Rice Aye

Yendrek Aye

The May 2025 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels provides updates.

Bookmobile:

Nowels shares that the bookmobile was out one day last week as part of an Open House for its unveiling. It was also present at the city's Touch-A-Truck event. There were very positive comments and good attendance. Routes will begin in the fall.

Correspondence:

A concern came in via email (to Nieca's and the Board's accounts) regarding June's Pride display. Nieca provided the patron with information about attending the next Board meeting to express concerns if they wished. A person earlier in the month sent a variety of emails in a steady stream and then the next day "relieved" the library of the necessity to respond.

Budget Update:

She is working on a draft letter in response to a request from the Ohio Library Council (OLC) to communicate with legislators. The Budget Bill is headed to Conference Committee and the budget must be approved by the end of June. Last month, Nieca was one of six Directors asked to participate in budget discussions related to funding distribution. The current funding formula has been in place for forty years. They were asked to come up with a recommendation. Which

was done, and to Nieca's knowledge has been ignored at this point. Once the budget is completed, the components can not be changed, but the language can.

COMMITTEE REPORTS

Executive – Erin McIntosh (Chair), Abigail Anderton, and Josh Rice – Did not meet.

Planning and External Relations - Abigail Anderton (Chair), Elizabeth Yendrek, and Bill Forgette --- Abigail stated that Casey attended the meeting to present the Stable Workforce part of the Strategic Plan. The full plan will be presented to the Board at the August meeting.

Operations and Finance – Josh Rice (Chair), Erin McIntosh, and Laura Zureich– Josh shared that the Holiday Policy was reviewed, as well as the compensation study. Casey will be working on providing some additional information. The Committee also discussed the PayChex system; with additional information pending from Casey as requested by the Committee.

OLD BUSINESS

Summer Meetings

Proposal to cancel the July Board Meeting.

Motion 36-25

Elizabeth Yendrek moved to approve the cancellation of the July Board Meeting as presented, seconded by Erin McIntosh.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

Cancellation of the July Board Meeting was approved as presented.

NEW BUSINESS

Holiday Policy

President Parsons asked for a motion to approve the update to the Holiday Policy.

Motion 37-25

Laura Zureich moved to approve the update to the Holiday Policy as presented, seconded by Elizabeth Yendrek.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The update to the Holiday Policy was approved as presented.

Disc Repair Policy

President Parsons asked for a motion to approve the new Disc Repair Policy, that was created based on a request from a patron.

Motion 38-25

Abigail Anderton moved to approve the new Disc Repair Policy as presented, seconded by Josh Rice.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The new Disc Repair Policy was approved as presented.

Compensation Study

President Parsons asked for a motion to approve the recommended changes as per the results of the Compensation Study.

Motion 39-25

Bill Forgette moved to approve the recommended changes as presented, seconded by Elizabeth Yendrek.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The recommended changes were approved as presented.

RECOGNITION OF GIFTS

\$9.25 – Donations in Donations Box

Total Donations- \$9.25

Motion 40-25

Josh Rice made a motion to accept with appreciation the gifts presented. This was seconded by Elizabeth Yendrek.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The motion to accept the gifts was passed.

UPCOMING EVENTS

June 19	Juneteenth- Library Closed
June 24	Trivia Night at Boston's
July 4	Independence Day- Library Closed

ADJOURNMENT

The meeting was adjourned by President Parsons at 6:16 p.m.
The next board meeting will be on Wednesday, August 20, 2025, at 5:30 p.m. at Main Library.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Laura Zureich



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

August 20, 2025

In Attendance: Perry Parsons, Bill Forgette, Abigail Anderton, Josh Rice, Elizabeth Yendrek, Laura Zureich (via ZOOM), Erin McIntosh

Absent:

Guests: Collins Parsons, Morgan Parsons, Shari Ulmer, Betty Elswick, Nina Lombardo, Jeri Springborn, Miriam West, Nile West

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Casey Rhine, Hannah Grim

CALL TO ORDER

President Parsons called the meeting to order at 5:31 p.m.

MEET THE STAFF

Director Nowels introduces Hannah Grim.

Hannah shares that she is the Marketing Specialist. She works under Ali. Hannah attended Marysville High School and graduated in 2021. Then she attended Bowling Green State University, graduating in 2025 with a Bachelor’s Degree in Visual Communication Technology. She is 95% of MPL’s social media presence. Instagram and TikTok are two platforms she is working hard to grow presence on. Facebook is used much more than the other two channels. Overall, page visits have gone up considerably since her efforts began. The Board discusses with Hannah the different social media platforms and she informs them on the focus to increase interaction with MPL’s younger patrons. Nieca chimes in about TAB helping to create videos for posts. Erin and Abigail voice their enjoyment of the videos. Erin asks Hannah if the Board can help at all. Hannah responds that sharing, liking, interacting with the content on social media is a great way to help. They thank her for all she is doing, and she thanks them in return.

Hannah exits.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the June 18, 2025 meeting.

Motion 41-25

Abigail Anderton moved approval of the minutes from June 18, 2025, as presented, seconded by Erin McIntosh.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Parsons asked for approval of the August 20, 2025 agenda as presented.

Nowels notes that TBD should be replaced by Intuit under New Business> Scheduling/Timekeeping/Payroll System.

Motion 42-25

Josh Rice moved to approve the August 20, 2025 agenda as amended, seconded by Bill Forgette.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

Agenda approved as amended.

PUBLIC COMMENTS

Parsons announces, that per the sign in sheet, 3 guests have indicated they would like to speak. He calls for Betty to approach the podium and address the room, clarifying each speaker is to be allowed 3 minutes.

Betty begins by stating she is with the Union County Rainbow Coalition. After seeing some remarks on social media about PRIDE, she decided to come to the following Board meeting. She loves the library and came in support of the library.

Next up is Jeri. She is at the meeting in support of the library also. She has a 6-year-old and a preschooler. They come to the library frequently. MPL is important to them. Her children have a middle school cousin that is part of the LGBTQ+ community and it is confusing for them, so they are glad they can get resources from the library. She enjoys being able to bring them to PRIDE month at the library to see visuals, books, and resources signifying the community. Jerry mentions appreciation for readily accessible displays and thanks the library for their support. "Inclusion rather than exclusion."

Nile speaks third. He shares that he is part of the Union County Rainbow Coalition as well. He was in the Navy and spent 5 years in a submarine. In his time of service, he saw many things and gathered that diversity is a good thing and to have respect for others, as a result it has made him better all around. He says that open minds are powerful, his best leaders were open minded. Nile is 110% on diversity's side. He emphasizes that being open minded makes for better individuals and better groups.

Perry says that is all that signed up to speak and asks if anyone else would like to say anything.

Shari steps forward to share that she loves the library and loved the fact that when her group brought HAIL to Marysville, they had a room to go to. The library is nonjudgemental and accepting of everyone. She likes that everyone is welcome. Their group feels safe when they come to the library.

Morgan speaks up next. Her family is part of the LGBTQ+ community. They are thankful for the displays and knowledge that include diversity. She states that the function of a library is to educate and MPL does that.

The section of guests shares thank-yous. They saw social media posts that prompted them to show up in support and thank the library.

There is discussion among the room. The library will continue to educate and share knowledge while the guests of the meeting will continue in their efforts as well.

The entire audience, except for Casey, exits.

FRIENDS OF THE LIBRARY UPDATE

Rebecca Thomas is absent, no update provided.

Nieca mentions that some members of the Board may have received their invites in the mail to the upcoming Friends' Dinner. At the dinner they will be honoring Ali. She encourages them to attend. Hannah, Jessica, Nieca, Laura, and Abigail all plan to attend.

FINANCIAL REPORT

Mr. Schmenk reviews the June and July Financial Report via ZOOM.

Mike reports that the library's financial position is looking good. General Fund balance is above where it was last year. Levy projections look pretty good and will probably diminish near the end of the levy term. Most expenses are under budget so far. The Refresh Project will take some money there though as it concludes and vendors are paid.

There is discussion of the push to get rid of property tax. It's probable that it will be on the ballot in 2026. It was suggested Mike might want to look into that for future modeling/projections. Discussion of how we run on those funds. More talk on income tax, sales tax, etc to recoup funds for anything that runs on property tax. There is currently no plan on how to provide the services that are supported by property taxes. We would have to reduce our budget. No one is sure what happens with levies that were already passed. Mike says the money has to come from somewhere. Groups collecting signatures say legislature will figure it out if property taxes are eliminated, but others are skeptical that will happen.

Motion 43-25

Abigail Anderton moved to approve the June 2025 Financial Report as presented and seconded by Erin McIntosh.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The June 2025 Financial Report was approved as presented.

Motion 44-25

Josh Rice moved to approve the July 2025 Financial Report as presented and seconded by Bill Forgette.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The July 2025 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels shares that the Levy Committee met at the end of July and elected Corie Bix as treasurer. She then provides the following updates:

Refresh Project:

Nieca points out the new carpet and new walls. Abigail mentions that the yoga group rejoiced in their enjoyment of the plush carpet. Nowels continues stating that Youth Department is almost completely put back, just tweaking things, should be done tomorrow. The back workspace/circulation workroom is being rearranged. Adult Department is currently closed and undergoing refresh, should be complete next week sometime. Discussion of project plan and what is yet to be done. She says the workers are efficient. The ceiling tiles look better and everything is looking fresher. Lighting is being looked into to make things brighter.

Bookmobile:

Ali has developed a two-week rotating schedule. This will begin the first full week after Labor Day. Some of the stops will include: YMCA, preschools, nursing homes, and more! Going to start with this schedule and add/adjust things as needed with time. The room discusses their excitement and perks of the bookmobile. Nieca confirms that the bookmobile is able to issue cards and take returns, etc. just like the main branch.

Strategic Plan:

She notes that there is a copy in the packet and the Planning Committee will discuss it in their reports this evening.

COMMITTEE REPORTS

Executive – Erin McIntosh (Chair), Abigail Anderton, and Josh Rice – Did not meet.

Planning and External Relations - Abigail Anderton (Chair), Elizabeth Yendrek, and Bill Forgette --- Met. Abigail shared the meeting only had one item, reviewing the strategic plan. Casey had taken their suggestion and added staff moral and retention to the topics in stable workforce. The committee reviewed the Strategic Plan presented and agrees it is ready to be voted on. Erin raises the question of some missing dates on certain items. Nieca replies that certain items were waiting for approval before getting started on. The dates will be added upon approval.

Operations and Finance – Josh Rice (Chair), Erin McIntosh, and Laura Zureich– Met. Josh says they addressed two items in their meeting and are recommending both for approval. First, the new pay scale and implementation of it. Second, a new pay system.

OLD BUSINESS

None.

NEW BUSINESS

Mural Projects

President Parsons asked for a motion to approve having a staff member (Jan) incorporate murals on the walls and posts in the Youth Services Department, as shown in the samples provided.

Nieca mentions relocation of one mural, unsure of where it will be relocated to within Youth (Jessica still deciding) but wishes to start with the posts. Asks to go ahead with approval of ideas presented. The room commends Jan's artwork.

Motion 45-25

Elizabeth Yendrek moved to approve the incorporation of the murals in the Youth Services Department as presented, seconded by Erin McIntosh.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

Murals by Jan in Youth were approved as presented.

Nieca says Jan plans to come early in the morning before the library opens to work on these.

Strategic Plan

President Parsons asked for a motion to approve the 2025-2027 Strategic Plan.

Motion 46-25

Abigail Anderton moved to approve the 2025-2027 Strategic Plan as presented, seconded by Bill Forgette.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

The 2025-2027 Strategic Plan was approved as presented.

Compensation Study

President Parsons asked for a motion to approve the new pay ranges, adjusted after the Compensation Study provided by Organizational Architecture.

Bill inquires about the date these pay ranges take effect. Nieca responds that they would be retroactive to July 1st, when the passing of the first set of adjustments went into effect. Clarification is made that there is room in the budget to do so.

Motion 47-25

Josh Rice moved to approve the new pay ranges as presented, seconded by Erin McIntosh.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

The new pay ranges were approved as presented.

President Parsons asked for a motion to approve compensation adjustments as recommended by the Human Resources Manager.

Motion 48-25

Bill Forgette moved to approve the compensation adjustments as presented, seconded by Elizabeth Yendrek.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

The compensation adjustments were approved as presented.

Scheduling/Timekeeping/Payroll System

President Parsons asked for a motion to approve Intuit for implementation at the Marysville Public Library.

Motion 49-25

Erin McIntosh moved to approve the implementation of Intuit as presented, seconded by Abigail Anderton.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

The implementation of Intuit was approved as presented.

Erin asks if the target for beginning this system is October. Casey responds with yes, he plans to get it then. Staff will start using the system at the start of 2026.

RECOGNITION OF GIFTS

- \$80.00 – Donation from Eddy and Nancy Hardin
- \$300.00 – Donation for Hayes Obituary Index from Union County Genealogical Society
- \$30.00 – Donation in Memory of Kay Glassburn from Jack and Glenda Mullaney
- \$100.00 – Donation in Memory of Kay Glassburn from Donna Slagle and Pam Fox
- \$100.00 – Donation in Memory of Kay Glassburn from Andrew and Nancy Stritmatter
- \$50.00 – Donation in Memory of Kay Glassburn from Judi Green
- \$30.00 – Donation in Memory of Kay Glassburn Radonna Miller
- \$50.00 – Donation in Memory of Kay Glassburn from Joseph and Carolyn Ohler
- \$40.25 - Donations in Donation Box (June)
- \$7.82 - Donations in Donation Box (July)

Total Donations: \$788.07

Motion 50-25

Erin McIntosh made a motion to accept with appreciation the gifts presented. This was seconded by Josh Rice.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Aye

The motion to accept the gifts was passed.

UPCOMING EVENTS

- | | |
|--------------|----------------------------------|
| August 23-31 | Friends of the Library Book Sale |
| August 26 | Trivia Night at Boston’s |
| September 1 | Labor Day- Library Closed |
| September 5 | Red Cross Blood Drive |

Perry mentions that he will be leaving the Board at the end of the year as he concludes his term. He believes Beth will be next in seniority. He suggests starting application and interview process soon for new candidates. It is discussed that terms are now only 4 years instead of 7, which may be more appealing to applicants.

ADJOURNMENT

The meeting was adjourned by President Parsons at 6:31 p.m.

The next board meeting will be on Wednesday, September 17, 2025, at 5:30 p.m. at Main Library.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Erica Heberling



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

September 17, 2025

In Attendance: Perry Parsons, Abigail Anderton, Josh Rice, Elizabeth Yendrek, Laura Zureich

Absent: Bill Forgette, Erin McIntosh, Erica Heberling

Guests:

Staff: Nieca Nowels, Michael Schmenk (via ZOOM)

CALL TO ORDER

President Parsons called the meeting to order at 5:02 p.m.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the August 20, 2025 meeting.

Motion 51-25

Laura Zureich moved approval of the minutes from August 20, 2025, as presented, seconded by Abigail Anderton.

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Aye	Forgette	Absent				

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Parsons asked for approval of the September 17, 2025 agenda as presented.

Removed Friends of the Library update.

Motion 52-25

Elizabeth Yendrek moved to approve the September 17, 2025 agenda amended, seconded by Josh Rice.

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Aye	Forgette	Absent				

Agenda approved as amended.

PUBLIC COMMENTS

None.

FINANCIAL REPORT

Mr. Schmenk reviews the August Financial Report via ZOOM.

Mike reports that financials look good. There are 4 million plus in assets; approximately 1 million in the Building Fund and approximately 3 million in the General Fund which covers the library's annual budget of \$3,074,000. Revenue looks good. Overall, everything looks good. Feds cut interest rates today. Salaries, wages, benefits spending is right where it should be, even after compensation changes and retroactive pay change. Still waiting on Summer Lunch Program reimbursement. There is one final payment for the Refresh Project, then all capital projects should be paid for.

Motion 53-25

Josh Rice moved to approve the August 2025 Financial Report as presented and seconded by Abigail Anderton.

McIntosh Absent	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The August 2025 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels shares

Trustee Search Update:

Nieca reported that we received 4 applications for the trustee position that will be opening up at the end of the year. They are all among those who applied last time, but two are ones that the Board did not interview last time (two years ago). One other former applicant expressed interest and one patron said they might apply, so there could be additional applicants.

It was suggested that interviews take place on Tuesday, October 14th, when we have Meeting Room B booked for Board Committee meetings. The room is booked from 4:00pm on, but as of the meeting, it does not have reservations for earlier in the day.

Holidays:

Nieca asked the Board to consider letting the library close on Friday, December 26th. It is difficult to staff days the day after a holiday, especially when the day after falls on a Friday. We would re-open on Saturday, December 27th. It is particularly challenging to staff the building when so many people want the same day off. Laura asked when the Board would need to decide by. Nieca said November meeting at the latest.

Nieca also mentioned that she doesn't remember if it was in a personal conversation with a Board member or in a meeting, but there has been some talk in the past about including MLK Jr. Day, Presidents Day, and Veteran's Day among our holidays, or to rewrite our policy to more closely match the County's or City's holidays. We are one of the few libraries open on some of those national holidays. It would be a nice benefit for staff to have those days off as paid holidays. Before writing up any policy changes, it seemed like a good idea to mention it again. Perry asked how many holidays staff get. Nieca thought eight or nine, didn't have the policy on hand at that moment. Laura asked how attendance was on those dates and if it is possible to get the attendance numbers for those dates. Nieca said she thought we should be able to pull those. Board suggests putting the Holidays Policy and the request for December 26th on the October agenda.

COMMITTEE REPORTS

Executive – Erin McIntosh (Chair), Abigail Anderton, and Josh Rice – Did not meet.
Planning and External Relations - Abigail Anderton (Chair), Elizabeth Yendrek, and Bill Forgette --- Did not meet.
Operations and Finance – Josh Rice (Chair), Erin McIntosh, and Laura Zureich– Did not meet.

OLD BUSINESS

None.

NEW BUSINESS

Resolution for Certification

Director Nowels reminds the Board that this is the Resolution we pass every year.

Parsons requests a motion to approve the Resolution for Certification as follows:

“Resolution: RESOLVED, By the Board of Trustees of Marysville Public Library, Union County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2026, and

WHEREAS, The Budget Commission of Union County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

RESOLVED, By the Board of Trustees of Marysville Public Library, Union County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said District the rate of each tax necessary to be levied within and without the ten mill limitation; and be it further

RESOLVED, That the Fiscal Officer of this Board is hereby directed to certify a copy of this Resolution to the County Auditor of said County.”

Motion 54-25

Laura Zureich moved to approve the Resolution for Certification as presented and seconded by Elizabeth Yendrek.

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Aye	Forgette	Absent				

The Resolution for Certification was approved as presented.

RECOGNITION OF GIFTS

- \$50.00 – Donation in Memory of Kay Glassburn from Rosella Renz
- \$50.00 – Donation in Memory of Kay Glassburn from Jill Johnson
- \$25.00 – Donation in Memory of Kay Glassburn from Janet Scheiderer
- \$5.00 – Donation in Memory of Kay Glassburn from Clark Harrison
- \$50.00 – Donation in Memory of Kay Glassburn James and Barbara Marshall
- \$50.00 – Donation in Memory of Kay Glassburn from Douglas Glassburn
- \$34.52 – Donation for Book in Honor of Ali Parthemore from the Friends of the Library (Anita Tiller)
- \$52.00 - Donations in Donation Box

Total Donations: \$316.52

Motion 55-25

Abigail Anderton made a motion to accept with appreciation the gifts presented. This was seconded by Josh Rice.

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Aye	Forgette	Absent				

The motion to accept the gifts was passed.

UPCOMING EVENTS

- | | |
|--------------|--|
| September 23 | Trivia Night at Boston’s |
| September 30 | Architectural Scavenger Hunt is Due |
| October 3 | Red Cross Blood Drive |
| October 12 | Dish & Dine (Asian Cooking) |
| October 13 | Library Closed for Staff Development |
| October 21 | It’s Murder, I Say! Murder!- Historical Infamous Murders in Union County |

ADJOURNMENT

The meeting was adjourned by President Parsons at 5:19 p.m.
The next board meeting will be on Wednesday, October 15, 2025, at 5:30 p.m. at Main Library.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Nieca Nowels



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

October 4, 2025

In Attendance: Abigail Anderton, Josh Rice, Erin McIntosh, Laura Zureich
Absent: Perry Parsons, Elizabeth Yendrek, Bill Forgette
Guests:
Staff:

The meeting began at 10:12 a.m.

APPROVAL OF AGENDA

After a review of the agenda, a motion for approval of the October 4, 2025 agenda as presented was as follows:

Motion 56-25

Josh Rice moved to approve the October 4, 2025 agenda as presented, seconded by Abigail Anderton.

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Absent
Anderton	Aye	Forgette	Absent	Parsons	Absent		

Agenda approved as presented.

PUBLIC COMMENTS

None.

EXECUTIVE SESSION

Motion 57-25

Abigail Anderton moved for the Board to enter Executive Session to consider the employment and compensation of a public employee, seconded by Josh Rice.

A roll call vote was taken as follows:

McIntosh	Absent	Zureich	Aye	Rice	Aye	Yendrek	Absent
Anderton	Aye	Forgette	Absent	Parsons	Absent		

The motion to enter Executive Session was passed.

At 10:13 a.m. the Board entered Executive Session.

Erin McIntosh entered the meeting at 10:18 a.m. thus bringing the meeting to a Board Meeting rather than the original Executive Meeting.

The Board exited Executive Session at 10:50 a.m.

ADJOURNMENT

The meeting was adjourned by Erin McIntosh at 10:50 a.m.

The next board meeting will be on Wednesday, October 15, 2025, at 5:30 p.m. at Main Library.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Laura Zureich



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

October 14, 2025

In Attendance: Perry Parsons, Josh Rice, Erin McIntosh, Laura Zureich, Elizabeth Yendrek
Absent: Bill Forgette, Abigail Anderton
Guests: Jermaine Ferguson
Staff:

CALL TO ORDER

Perry Parsons called the meeting to order at 5:05 p.m.

APPROVAL OF AGENDA

After a review of the agenda, Perry Parsons asked for approval of the October 14, 2025 agenda as presented.

Motion 58-25

Laura Zureich moved to approve the October 14, 2025 agenda as presented, seconded by Erin McIntosh.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Absent Forgette Absent

Agenda approved as presented.

PUBLIC COMMENTS

None.

BOARD INTERVIEWS

The Board conducted MPL Board Trustee interviews according to the following schedule:

- 5:00 Jeffrey Reed
- 5:20 Taylor Tharp
- 5:40 Robinson Lizano Briceno
- 6:00 Jay Riley

Discussion

ADJOURNMENT

The meeting was adjourned by Perry Parsons at 6:20 p.m.
The next board meeting will be on Wednesday, October 15, 2025, at 5:30 p.m. at Main Library.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Laura Zureich



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

October 15, 2025

In Attendance: Perry Parsons, Josh Rice, Elizabeth Yendrek, Laura Zureich, Erin McIntosh

Absent: Abigail Anderton, Bill Forgette

Guests:

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Ali Parthemore

CALL TO ORDER

President Parsons called the meeting to order at 5:32 p.m.

MEET THE STAFF

Ali Parthemore, MPL Community Engagement Manager, shares with the room that Tech Services Manager, Leah McCoy, is to thank for the creative name of our Bookmobile: Mary Pop-In. They have completed one month of services so far. She provided handouts to the Board members and discussed those. She is happy with how it is going. She notes the Outreach Services handout, showing a two-week rotation. With the program growing, they may change to a three-week rotation where they visit stops once a month and use the last week of the month for special visits. They have already added a couple stops since providing the Bookmobile services for a month. The program is slowly but surely gaining speed. Ali notes the great staff they have for the Bookmobile, complete with 3 drivers and several other team members. She and Michelle go out as needed on the mobile. She is the face of the Bookmobile and the main point of contact. Things are going well, teamwork is great and she is proud of their efforts. Erin asks so far what the community’s reaction has been. Ali responds that it is overall positive! They are receiving great feedback and people are referring/suggesting stops. Many nostalgic memories of bookmobiles have been shared as well. There was suggestion and discussion among the room of doing videos of patron testimonials. They also discuss visits to youth and how the name “Mary Pop-In” is/will be used.

The Board thanks Ali and she reciprocates.

Ali exits at 4:38 pm.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the September 17, 2025 meeting.

Motion 59-25

Laura Zureich moved approval of the minutes from September 17, 2025, as presented, seconded by Josh Rice.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Absent	Forgette Absent		

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Parsons asked for approval of the October 15, 2025 agenda as presented.

Motion 60-25

Erin McIntosh moved to approve the October 15, 2025 agenda as presented, seconded by Laura Zureich.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Absent Forgette Absent

Agenda approved as presented.

PUBLIC COMMENTS

None.

FRIENDS OF THE LIBRARY UPDATE

Rebecca Thomas was absent but provided Director Nowels with the following update:

“The book sale went very well! The September number for book sale/cart was \$1,269. The September number for the endowment is \$482,436, which is up 9.6% for the year.”

FINANCIAL REPORT

Mr. Schmenk reviews the September Financial Report via ZOOM.

Mike reports that MPL’s financial position still looks really good. General fund is above where we were a year ago. Building fund has a large amount spent out for the Refresh Project. The concrete for the Bookmobile parking space was also an expense. Some money from the general can be moved to the building to help balance funds for next year. Revenue and expenses are still looking good. With the passing of the levy, money is above where it was certified to be. PLF is trending down. Labor costs are up due to pay raise/pay raise catchups. YTD payroll is still under budget though. Checks for the Summer Lunch Program were received.

Motion 61-25

Josh Rice moved to approve the September 2025 Financial Report as presented and seconded by Laura Zureich.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Absent Forgette Absent

The September 2025 Financial Report was approved as presented.

DIRECTOR’S REPORT

Director Nowels reports on a few items.

November Board Meeting Date:

Nieca asks the Board their thoughts on moving the next Board meeting to one week earlier, Wednesday, November 12th. There is an OLC convention that begins the 19th (original meeting

date) Nieca is attending in Cleveland. The Board members discuss their schedules and about adjusting the meeting. Moving the meeting to Tuesday, November 18th is most preferred. The Operations Committee meeting that was to take place that day will just add their topic to the regular meeting's agenda. Nieca also reminds the members that the Records Commission is to take place at the start of the November Board Meeting.

Supporting Documents for Holidays:

Nieca reviews the attendance numbers for proposed holiday closures per the request of the Board for those figures.

Officer Slate for 2026- Conversation:

Nieca just reminds the Board that officer positions for 2026 will need to be decided soon and to be thinking about those. Laura voices that she may be willing to be President but would possibly need to be remote sometimes (ZOOM). Erin is willing to continue as Vice President and help conduct meetings should Laura need to attend virtually. Since Abigail is absent, she will be reached out to, to see if she wishes to remain Secretary. Josh mentions that he may be interested should she want to step away from the role.

Potential Slate:

President- Laura Zureich

Vice President- Erin McIntosh

Secretary- Abigail Anderton (or Josh Rice)

Baker & Taylor Update:

They will be closing by January 2026. We have been getting set up with another distributor, Ingram. Mike chimes in that MPL got approved for a line of credit with them. Nowels shares that Lauren has used Ingram before and is familiar with their ordering system, she is willing to help others. Materials that were ordered but not yet in processing from Baker and Taylor have been cancelled. Items in high demand are being ordered through Amazon for now. Overall, there is a delay with new items. Once new orders start happening, we may see large shipments this winter. Books from distributors come processed, with having to order from Amazon, Jade is processing them all in house, which is much more work. There is discussion among the room about processing. Perry asks if we have begun to order with the new distributor. Nieca replies that she believes so. Materials that hadn't started processing at Baker and Taylor were cancelled and what was already started will be fulfilled. No money is owed or due for cancelled orders. The room discusses a little more and it is clarified that none of this affects eBooks.

There is discussion about the development of the new MPL website. Nieca shares that it is coming along and still on track to be up by the end of the year.

Nieca still meeting with leaders from other organizations to discuss and devise a plan to get the community to know about how property tax affects our organizations. Met with Tracy Richardson last week. Called Jay Smith with OLC to discuss. Discussion from room about property tax issue, levies, and budgets.

Board members share their delight over Ron's viral moment. They got a good laugh and thought it was awesome!

COMMITTEE REPORTS

Executive – Erin McIntosh (Chair), Abigail Anderton, and Josh Rice – Met. Erin shares that they discussed the employee evaluation process and timelines.

Planning and External Relations - Abigail Anderton (Chair), Elizabeth Yendrek, and Bill Forgette --- Did not meet.

Operations and Finance – Josh Rice (Chair), Erin McIntosh, and Laura Zureich– Did not meet.

OLD BUSINESS

None.

NEW BUSINESS

Friday, December 26th, 2025

Discussion about the closure. It will only occur once, as the year it falls on a Friday. The book-drop will need to be closed for three consecutive days. Also, there is difficulty staffing that day. Due to the concern about the book drop being closed so long, Nowels offers to make nothing due over the holidays and make everything due the following Monday (December 29, 2025.) Board agrees that is a good idea.

President Parsons asked for a motion to close the library on Friday, December 26th, 2025.

Motion 62-25

Erin McIntosh moved to approve the closing of the library on Friday, December 26th, 2025 as presented and seconded by Laura Zureich.

McIntosh	Aye	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Absent	Forgette	Absent				

The closure was approved as presented.

Holidays

Erin asks if the proposed holidays align with the County's. Nieca replies they partially do. There is discussion about the County having more observed holidays and the City having varying days (not all of which are paid). The County has 11 off and the City has 12 off. With the approval of the 3 proposed, MPL would be at 11 paid holidays.

President Parsons asked for a motion to add Martin Luther King Jr. Day, Presidents' Day, and Veterans' Day to our list of paid holidays in our Employee Handbook, and close on those days.

Motion 63-25

Erin McIntosh moved to approve adding Martin Luther King Jr. Day, Presidents' Day, and Veterans' Day to our list of paid holidays in our Employee Handbook, and close on those days as presented and seconded by Josh Rice.

McIntosh	Aye	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Absent	Forgette	Absent				

The addition of the holidays was approved as presented.

Nieca plans to start observing these in 2026.

New Trustee Recommendation

President Parsons asked for a motion to recommend Jay Riley to the MEVSD School Board for appointment to the Marysville Public Library Board of Trustees.

Motion 64-25

Laura Zureich moved to approve the recommendation of Jay Riley to the MEVSD School Board for appointment to the MPL Board of Trustees as presented and seconded by Josh Rice.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Absent	Forgette Absent		

The recommendation of Jay Riley was approved as presented.

RECOGNITION OF GIFTS

\$29.99 – Anonymous Book Donation: *Mistakes That Made Me a Millionaire* by Kim Perell

\$29.00 – Anonymous Book Donation: *Mission Driven: The Path to a Life of Purpose* by Mike Hayes

\$19.99 – Anonymous Book Donation: *Your Baby Doesn't Come with a Book: Dr. Golly's Guide to the First Four Weeks of Parenthood* by Daniel Golshevsky (Dr. Golly)

\$86.95 – Donation replacement eagle and base for the flagpole in Adult Department from VFW Post 3320

Total Donations: \$165.93

President Parsons asked for a motion to accept with appreciation the gifts presented.

Motion 65-25

Josh Rice made a motion to accept with appreciation the gifts presented. This was seconded by Laura Zureich.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Absent	Forgette Absent		

The motion to accept the gifts was passed.

UPCOMING EVENTS

- | | |
|---------------|--|
| October 21 | It's Murder, I Say! Murder!- Historical Infamous Murders in Union County |
| October 25 | Halloween Hoopla! |
| October 25-27 | Friends of the Library Book Sale |
| October 28 | Trivia Night at Boston's |
| November 7 | Red Cross Blood Drive |
| November 9 | Dish & Dine (Cakes) |
| November 15 | School-Age Escape Room: The Mysterious Midnight Museum (Register Online) |

ADJOURNMENT

The meeting was adjourned by President Parsons at 6:23 p.m.

The next board meeting will be on Tuesday, November 18, 2025, at 5:30 p.m. at Main Library in Meeting Room B.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Erica Heberling



**MINUTES OF MARYSVILLE PUBLIC LIBRARY
PUBLIC RECORDS COMMISSION**

November 18, 2025

The Marysville Public Library Public Records Commission met on Tuesday, November 18, 2025 in Meeting Room A

Attending: Perry Parsons, Abigail Anderton, Bill Forgetting, Elizabeth Yendrek, Laura Zureich, Erin McIntosh, and Josh Rice

Absent:

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Tina Walker

Guests: Jay Riley

CALL TO ORDER

President Perry Parsons called the meeting to order at 5:30 p.m.

APPROVAL OF MINUTES – November 20, 2024

President Parsons asked if there were any corrections regarding the minutes of the last meeting.

Motion 66-25

Abigail Anderton moved approval of the minutes as presented, seconded by Laura Zureich.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgetting Aye

Minutes were approved as presented.

APPROVAL OF AGENDA – November 18, 2025

President Parsons asked if there were any corrections regarding the agenda of the meeting.

Motion 67-25

Erin McIntosh moved approval of the agenda as presented, seconded by Josh Rice.

McIntosh Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgetting Aye

Agenda was approved as presented.

OLD BUSINESS

None

NEW BUSINESS

None.

ADJOURNMENT

The next Public Records commission meeting will be held November 2026 before the regularly scheduled board meeting, at the Main location, Marysville Public Library.

The meeting was adjourned by President Parsons at 5:31 p.m.

Perry Parsons, 2025 President

Minutes taken by:

Erica Heberling

Abigail Anderton, 2025 Secretary



**MINUTES OF THE
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

November 18, 2025

In Attendance: Perry Parsons, Josh Rice, Elizabeth Yendrek, Laura Zureich, Erin McIntosh, Abigail Anderton, Bill Forgetting

Absent:

Guests: Jay Riley

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Tina Walker

CALL TO ORDER

President Parsons called the meeting to order at 5:31 p.m.

MEET THE STAFF

Nieca introduces Tina Walker to the Board.

Tina shares that she is a Circulation Assistant with her partner, Kim Nelson. She has been at MPL just under 5 years. She has two children, is married, and has a dog. She loves it at the library.

Nieca talks about Tina being hired right after the pandemic. Tina recalls filling orders, the absence of patrons inside the building, and passing out COVID tests.

Laura asks Tina what she likes most about MPL?

Tina cheerily responds that she enjoys helping people. This is a big part of her job. She also likes the research part of her duties. She often tracks down items, develops solutions so that errors don't happen again, and ideas to help improve things.

The room converses.

The Board thanks Tina and she thanks them in return.

Tina exits at 5:34 pm.

APPROVAL OF MINUTES

President Parsons asked if there were any corrections regarding the minutes from the October 4, 2025 meeting.

Motion 68-25

Abigail Anderton moved approval of the minutes from October 4, 2025, as presented, seconded by Erin McIntosh.

McIntosh Aye
Anderton Aye

Zureich Aye
Forgetting Aye

Rice Aye

Yendrek Aye

Minutes were approved as presented.

President Parsons asked if there were any corrections regarding the minutes from the October 14, 2025 meeting.

Motion 69-25

Josh Rice moved approval of the minutes from October 14, 2025, as presented, seconded by Elizabeth Yendrek.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

Minutes were approved as presented.

President Parsons asked if there were any corrections regarding the minutes from the October 15, 2025 Board Meeting.

Motion 70-25

Laura Zureich moved approval of the minutes from October 15, 2025, as presented, seconded by Josh Rice.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Parsons asked for approval of the November 18, 2025 agenda as presented.

Motion 71-25

Erin McIntosh moved to approve the November 18, 2025 agenda as presented, seconded by Bill Forgette.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

Agenda approved as presented.

PUBLIC COMMENTS

None.

FRIENDS OF THE LIBRARY UPDATE

Rebecca Thomas was unable to attend; she provided Director Nowels with the following update via email:

“We had our Texas Roadhouse fundraiser and made \$211.57

We will have some volunteers at the book sale for your holiday event on the 13th.

We are looking into other fundraisers including a chocolate walk (I am meeting with Bridget on Thursday - thanks for that introduction) and potentially working with the Avalon to have a Grinch show up to their showing of the Grinch movie on the 20th. They also wondered if anyone would be interested in doing a reading before the movie that night? If you think anyone from your staff might be interested in helping, we'd love to talk to them. I am going to coordinate a raffle basket as a fundraiser and if anyone has connections to donations for the basket please send them my way.

Our endowment balance presented at the last meeting was \$482,436 (Sept) and \$506,344 (Oct).”

President Parsons suggests letting Rebecca know about Jersey Mike’s for a fundraiser.

Erin inquires what a chocolate walk was and Nieca explains. Discussion about them.

Erin suggests the idea of a 5k to raise funds as well.

FINANCIAL REPORT

Mr. Schmenk reviews the October Financial Report via ZOOM.

Mike directs attention to page 2 where it indicates finances are still doing pretty good. The General Fund has a healthy balance. It is above where we were last year. The Building Fund was tapped into for the “Refresh”. He notes that he should put the appropriate amount into the Building Fund to build it back up. Expenses look pretty good. Insurance is up due to the addition of the Bookmobile, but other expenses are around normal. Revenue is above expected amount.

Perry asks when the amount should be moved from the General Fund to the Building Fund.

Mike replies- whenever. Whenever the Board wants to move approval. Either this month or next.

Motion 72-25

Erin McIntosh moved to approve the transfer of \$110,000 from 99000 Transfers Out from General G=Fund to Building Fund as presented and seconded by Laura Zureich.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The transfer of funds was approved as presented.

Motion 73-25

Bill Forgette moved to approve the October 2025 Financial Report as presented and seconded by Erin McIntosh.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The October 2025 Financial Report was approved as presented.

DIRECTOR’S REPORT

Director Nowels reports on a few items.

Baker & Taylor Update:

Nieca shares that materials have begun to be received from the new provider, Ingram. Still receiving some titles from Amazon but should be able to fully switch soon. Still waiting on them to come in already processed. Jade has been doing an awesome job keeping up, only a small delay.

Bylaws Update:

There are a few changes to the Bylaws. Board member positions are 4-year terms now instead of 7-year. Changes to the check process as well since Mike is remote.

Bookmobile Items (Logo and Policy Adjustments):

Nieca informs the Bookmobile logo in the handouts was created by Hannah and Ali. They wish to purchase gear for the Bookmobile staff. Seeking Board approval of the logo before putting it out into the public on apparel. Nieca then notes the sentence additions to two policies.

Abigail likes the logo.

Kudos to Sue Kienbaum:

Nieca shares that she found out Sue has been asked to be the speaker at next year’s Historical Society event. She thinks it is really cool and an honor. Sue was flattered to be asked. Nieca boasts that she is proud of our staff.

Bill brings attention to the stats page of the packet. He notes the Bookmobiles percent of attendance and Raymonds percent of attendance. The Bookmobile is getting nice numbers, where as Raymond is getting less than 1%.

COMMITTEE REPORTS

Executive – Erin McIntosh (Chair), Abigail Anderton, and Josh Rice – Did not meet.

Planning and External Relations - Abigail Anderton (Chair), Elizabeth Yendrek, and Bill Forgette --- Did not meet.

Operations and Finance – Josh Rice (Chair), Erin McIntosh, and Laura Zureich– Did not meet.

OLD BUSINESS

None.

NEW BUSINESS

Bylaws Update

President Parsons asked for a motion to approve the update to the Bylaws of the Marysville Public Library Board of Trustees as presented.

Motion 74-25

Laura Zureich moved to approve the updated Bylaws of the Marysville Public Library Board of Trustees as presented and seconded by Erin McIntosh.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The update was approved as presented.

Bookmobile Logo

President Parsons asked for a motion to approve the Bookmobile logo as one of our official logos of the Marysville Public Library as presented.

Motion 75-25

Erin McIntosh moved to approve the Bookmobile logo as one of our official logos of the Marysville Public Library as presented and seconded by Bill Forgette.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The Bookmobile logo was approved as presented.

Policy Manual Addition

President Parsons asked for a motion to add the following sentence to policy PS 1.22 Additional Scheduled or Emergency Closings of the Policy Manual: "The Bookmobile will be subject to the Closings of the library but may also halt operations for safety reasons in inclement weather." as presented.

Motion 76-25

Erin McIntosh moved to approve the addition of the sentence to policy PS 1.22 Additional Scheduled or Emergency Closings of the Policy Manual as presented and seconded by Elizabeth Yendrek.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The Policy Manual addition was approved as presented.

Employee Handbook Addition

President Parsons asked for a motion to add the following sentence to policy P 4.3k Non-Scheduled or Emergency Closings of the Employee Handbook: "The Bookmobile will be subject to the Closings of the library but may also halt operations for safety reasons in inclement weather." as presented.

Motion 77-25

Josh Rice moved to approve the addition of the sentence to policy P 4.3k Non-Scheduled or Emergency Closings of the Employee Handbook as presented and seconded by Erin McIntosh.

McIntosh Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Aye		

The Employee Handbook addition was approved as presented.

2026 Budget

President Parsons asks if everyone has taken the time to review it.

They all respond- yes.

There is discussion. Mention of the transferring of funds from earlier in the meeting. Other small tweaks. It is ready for approval next year. Mike says that he got the renewal for Aetna (insurance). Even with a slight increase it was comparable to the other option. Bill asks about the increase in the phone bill. Nieca responds that it is due to the addition of services for the Bookmobile and van. Bill also asks where in the budget ebooks are accounted for. Nieca says 45000. The room continues to discuss the budget with notes about the Library of Things and wage increases/decreases.

Moving on, the room discusses positive feedback they have been receiving and hearing about the Bookmobile. The public is commending the new service.

Nieca mentions that the parking lot striping is to happen on Thursday.

RECOGNITION OF GIFTS

\$32.90 – Donations in Donation Box

\$3,000.00 – Donation from Pathways Financial Credit Union

Total Donations: \$3,032.90

President Parsons asked for a motion to accept with appreciation the gifts presented.

Motion 78-25

Abigail Anderton made a motion to accept with appreciation the gifts presented. This was seconded by Josh Rice.

McIntosh Aye

Zureich Aye

Rice Aye

Yendrek Aye

Anderton Aye

Forgette Aye

The motion to accept the gifts was passed.

UPCOMING EVENTS

November 25

Trivia Night at Boston's

November 26

Library Closing at 5:00 pm for Thanksgiving

November 27

Library Closed for Thanksgiving

December 5

Red Cross Blood Drive

December 8

Japanese Storytime with students from Marysville High School's Japanese National Honor Society

December 13

Merrysville

December 13-15

Friends of the Library Book Sale

ADJOURNMENT

The meeting was adjourned by President Parsons at 6:10 p.m.

The next board meeting will be on Wednesday, December 17, 2025, at 5:30 p.m. at Main Library in Meeting Room A.

Perry Parsons, President

Abigail Anderton, Secretary

Minutes taken by:
Erica Heberling