

The Delaware County District Library Board of Trustees met in a regular session at the Main Delaware Branch of the Delaware County District Library on December 16, 2025 at 5:00 PM. Present were board members Ike, Kipfer, Kenter, Kraft, and Skinner. Mr. Howard, Director, Ms. Grossenbacher, Fiscal Officer, and members of the public were also in attendance.

Public Participation – Ms. Fowels shared that her team had a new staff member, Matt Davis.

(2025-084) Motion moved, seconded, and carried – Skinner / Kraft

To approve the minutes of the regular meeting of November 18, 2025.

President's Report – Mr. Ike shared that Mr. Tiede was not able to attend the meeting.

Fiscal Officer Report – Ms. Grossenbacher shared information about revenues and expenditures. She shared that funds from 5/3 holdings would be brought back to meet cash flow needs in December. There were no transfers between object classifications in November. The payment for the bond and interest were made in November.

(2025-085) Motion moved, seconded, and carried – Kraft / Kenter

To approve the November financial reports, payment transaction listing, investments and bank reconciliation.

(2025-086) Motion moved, seconded, and carried – Kenter / Skinner

To approve the Credit Card Compliance Report.

(2025-087) Motion moved, seconded, and carried – Kipfer / Quaine

To approve with gratitude the following donations:

- From Terry A and Mike Fesenmyer in Memory of Verna Tetz (children's)
- From Judith C. Daniels in Memory of Verna Tetz (children's)
- From Viv and Steve Lane in Memory of Verna Tetz (children's)
- From Lori Kipfer in Honor of Holly Quaine (adult)
- From Susan Brunner in Memory of Conrad Brunner (unrestricted)
- From Mary Beckwith (unrestricted)

Director's Report – Mr. Howard shared highlights from 2026 and all of the things that the library and library staff have achieved throughout the year. He read a letter from a patron received by DCDL's Outreach Manager sharing appreciation for the help received. Mr. Howard thanks Ms. Quaine for her 14 years of service on the DCDL Board of Trustees.

Friends of the Library Report – Ms. Klatte shared appreciation to Ms. Quaine for her board services. She spoke about book groups and partnerships. The FOL is working on grant funding from the Delaware County Foundation and other entities and are awaiting additional information. They have received the first plastic bench. FOL has two new board members as of the last meeting and are anticipating two more in the next month.

Committee Reports:

Facilities – Questions about the Op Center were asked and answered. Questions about the Facilities Master Plan Survey were answered.

Finance – spoke about Delaware County Budget Committee meeting that was held.

HR – Ms. Kipfer spoke about the Director's review and indicated that additional conversation would be held later in executive session.

Nominating – officers and committee selections were presented.

(2025-088) Motion moved, seconded, and carried – Kipfer / Kenter

To accept the slate of officers for the Library Board of Trustees, with terms commencing January 20, 2026 as presented by the Nominating Committee:

President – Reggie Ike

Vice-President – Lori Kipfer

Secretary – Connie Skinner

Committees:

Facilities – Aaron Kenter, Scott Tiede

Finance – Lisa Kraft, Stacy Neff

HR – Lori Kipfer, Connie Skinner

Nominating – Lori Kipfer, Connie Skinner

Policy – Aaron Kenter, Scott Tiede

(2025-089) Motion moved, seconded, and carried – Kipfer / Kenter

To approve the slate of officers for the Library Board of Trustees, with terms commencing January 20, 2026 as presented by the Nominating Committee:

President – Reggie Ike

Vice-President – Lori Kipfer

Secretary – Connie Skinner

Committees:

Facilities – Aaron Kenter, Scott Tiede

Finance – Lisa Kraft, Stacy Neff

HR – Lori Kipfer, Connie Skinner

Nominating – Lori Kipfer, Connie Skinner

Policy – Aaron Kenter, Scott Tiede

Policy – meet to discuss what has been looked at and when policies were last reviewed

New Business: Ms. Kipfer invited board members and attendees to a holiday party at her home following the meeting.

Unfinished Business:

(2025-090) Motion moved, seconded, and carried through rollcall vote – Quaine / Kenter

To go into Executive Session to discuss, prepare for, conduct, or review collective bargaining issues and to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official at 5:36 PM

Mr. Ike – yes, Ms. Kipfer – yes, Mr. Kenter – yes, Ms. Kraft – yes, Ms. Skinner – yes,

The Director, Fiscal Officer, Deputy Director, HR and Communications Coordinators were requested to remain for the collective bargaining update and the HR Coordinator for the 2nd topic of the Executive Session.

(2025-091) Motion moved, seconded, and carried – Quaine / Kenter

To come out of Executive Session at 6:21 PM

Mr. Ike – yes, Ms. Kipfer – yes, Mr. Kenter – yes, Ms. Kraft – yes, Ms. Skinner – yes

(2025-092) Motion moved, seconded, and carried – Quaine / Kenter

To amend the Library Director's health insurance package to include paying for the Library Director's monthly health insurance premium.

(2025-093 Motion moved, seconded, and carried – Quaine / Kipfer

To adjourn the meeting at 6:22 PM.

Reginald Ike, Vice-President

Connie Skinner, Secretary