

The Delaware County District Library Board of Trustees met in a regular session at the Liberty Branch of the Delaware County District Library on May 19, 2026 at 5:01 PM. Present were board members Ike, Kenter, Kipfer, Kraft, Shondell, and Skinner. Mr. Howard, Director; Ms. Grossenbacher, Fiscal Officer; and members of the public were also in attendance.

Oath of Office for newly appointed trustee Ryan Shondell

“I, Ryan Shondell, solemnly affirm that I will support the Constitution of the United States and the Constitution of the State of Ohio; I will faithfully and impartially discharge the duties of Trustee of the Delaware County District Library, Delaware, Ohio to the best of my ability, and in accordance with the laws now in effect and hereinafter to be enacted during my continuance in said office.”

RYAN SHONDELL

Public Participation – remarks were shared by Melissa Dougherty as a concerned patron/tax payer and from Paige Wietzel as the President of Delaware County United Library Staff.

(2026-046) Motion moved, seconded, and carried – Kipfer / Kenter (All yes votes, Ms. Kraft Abstained)

To approve the minutes of the regular meeting of April 21, 2026.

President’s Report – Mr. Ike shared a message he received from Mr. Tiede. He commented on discussion held at the previous meeting. He also indicated that Ms. Neff had reached out to the County Prosecutor’s Office to obtain additional information and instruction related to board committees.

Fiscal Officer’s Report – Ms. Grossenbacher referred the board to the information in her written report. She provided an update on the status of the upcoming audit. She shared information about the revenue budget for 2027 and the process she plans to follow. She shared additional information about investment amounts and the adjusting factor on the bank reconciliation. Questions were answered.

(2026-047) Motion moved, seconded, and carried – Kraft / Skinner (All yes votes)

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

(2026-048) Motion moved, seconded, and carried – Kipfer / Skinner (All yes votes)

To approve with gratitude the following donations:

- From Delaware Arts Festival (unrestricted)
- From Anonymous (Maker Studios)

Director's Report – Mr. Howard referred to his written report. He also shared that the June meeting has several important and lengthy agenda items. There will be Cyber Security Policies to review and adopt per new state code, the Facilities Master Plan will be presented, the Buckeye Valley Superintendent will be here to share his hopes on a future partnership, and there will be a need for an Executive Session for the Board to discuss the Fiscal Officer's annual review and any potential union related topics that need discussion. He also shared information about a statistics dashboard.

Friends of the Library – Ms. Klatte referred to her written report and provided an update on recent donations. The Night at the Races, their major fund-raising event, raised \$28,000.

Unfinished Business – Discussion was held and opinions were shared about child library cards, the library's roles and responsibilities, and the information that can/should be shared with parents. Mr. Howard shared information on the process of issuing a new card and training shared with both new and current employees related to this process.

Ms. Kipfer requested that the committee updates be returned to the monthly agenda.

New Business – Ms. Kipfer provided information related to the Fiscal Officer's review to Board members. She will email additional information and asked members to reach out if there were any questions or concerns.

(2026-049) Motion moved, seconded, and carried through roll call vote – Kenter / Kipfer

To go into Executive Session to discuss, prepare for, conduct, or review collective bargaining issues at 6:06 PM

Mr. Ike – yes, Mr. Kenter – yes, Ms. Kipfer – yes, Ms. Kraft – yes, Ms. Skinner – N/A (left at 5:42), Mr. Shondell – yes

The Director, Fiscal Officer, Deputy Director, and HR Coordinator were requested to remain.

(2026-050) Motion moved, seconded, and carried through roll call vote – Kipfer / Kenter

To come out of Executive Session at 6:40 PM

Mr. Ike – yes, Mr. Kenter – yes, Ms. Kipfer – yes, Ms. Kraft – yes, Ms. Skinner – N/A (left at 5:42), Mr. Shondell – yes

(2026-051) Motion moved, seconded, and carried – Kipfer / Kenter (All yes votes)

To adjourn the meeting at 6:40 PM.