The Delaware County District Library Board of Trustees met in a regular session at the Orange Branch of the Delaware County District Library on October 20, 2026 at 5:01 PM. Present were board members Ike, Kenter, Kipfer, Kraft, Neff, Shondell, and Skinner. Mr. Howard, Director; Ms. Grossenbacher, Fiscal Officer; and members of the public were also in attendance.

Public Participation – Multiple members of the community were in attendance and spoke to the board of their appreciation of services available through the library and the helpfulness of the staff. Jessie Jones from United Way spoke about her and her children's love of the library and thanked the board for the extended hours. Eric Anderson of the Powell Chamber of Commerce thanked everyone at Liberty Branch for hosting their recent Coffee with the Chamber event. He said that the library isn't just books -- it's a whole culture. He also shared that the Maker Studio is amazing; he was new to it, but the staff was wonderful and helped him with every step in using the equipment. Melissa Tasse is a small business owner who uses and appreciates many of the available services that the library offers. Brande Urban, from United Way, shared feedback from clients, most specifically that the library is a safe space for people of all backgrounds.

(2026-082) Motion moved, seconded, and carried – Kipfer / Shondell (All yes votes)

To approve the minutes of the regular meeting of September 15, 2026.

President's Report – Mr. Ike indicated that he had nothing to report.

Fiscal Officer's Report – Ms. Grossenbacher referred the board to the information in her written report. She shared additional information about the county revenue documents included in the packet and the need to approve and accept the estimates. She also shared that we are still awaiting the receipt of the second half of levy funds from the Delaware County Auditor's office. After checking, there is no estimate of when funds will be received.

She explained about the need for additional funds for specific appropriation lines. Discussion was held and questions were answered.

The need for authority within the Fiscal Office to transfer between object classifications for the remainder of the fiscal year was explained and discussed. Questions were answered. This is an annual request typically made in November for use in December. The request is being made earlier due to changes made in the original budget. Any needed budget adjustments between object classifications will be reported to the board at the next meeting.

(2026-083) Motion moved, seconded, and carried – Skinner / Shondell (All yes votes)

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

(2026-084) Motion moved, seconded, and carried – Skinner / Kraft (All yes votes)

To accept and adopt the 2027 Revenue amounts and Schedule A approved by the Delaware County Budget Commission.

(2026-085) Motion moved, seconded, and carried – Skinner / Kipfer (All yes votes)

To approve the following reclassification of Budget:

- 1000-220-390-3005 Other - Purchased and Contracted Services {IT - Contracts/Ag} $20,000
- 1000-210-330-4004 Maintenance and Repair on Facilities {Janitorial Services} $12,000
- 1000-210-361-0000 Electricity $45,000
- 1000-910-910-0000 Transfers Out ($77,000)

(2026-086) Motion moved, seconded, and amended – Skinner / Kipfer, Amendment – Shondell / Kraft (All yes votes)

To approve giving the Fiscal Department permission to reallocate appropriations within the fund but outside of object classification for the remainder of the 2026 fiscal year. A schedule of any adjustments between object classifications will be reported to the board at the next meeting. Amended to include: without using contingency or transfer objects.

(2026-087) Motion moved, seconded, and carried – Kipfer / Skinner (All yes votes)

To approve with gratitude the following donations:

- From Mary C. Beckwith (Adult)
- From Lori Kipfer in Honor of Julie Miller (Adult)

Director's Report – Mr. Howard referred to his written report. He shared that Mr. Shondell has been reappointed to serve a 4-year term. He shared that it is Friends of the Library Week and thanked the FOL for all that they do for the library. He then shared the following proclamation:

PROCLAMATION

RECOGNIZING THE FRIENDS OF THE DELAWARE COUNTY DISTRICT LIBRARY DURING NATIONAL FRIENDS OF LIBRARIES WEEK 2026

WHEREAS, the Friends of the Delaware County District Library (DCDL) serve as an indispensable, all-volunteer team building community awareness, advocating for Library goals, and generating supplemental resources through engaging fundraising; and

WHEREAS, the Friends fulfill their vision to be a vibrant community of advocates and volunteers who expand DCDL's impact—bringing people and resources together to create greater access to imagination, knowledge, connection, and discovery; and

WHEREAS, through bargain book sales, membership drives, and author visits, the Friends raise funds for essential programs, including fully funding DCDL's Summer Reading Club; and

WHEREAS, the Friends demonstrated extraordinary financial leadership by raising over $100,000 for the Maker Studios at the Delaware and Liberty branches, earning recognition as 2025 COSI STEAM Star Award Winners; and

WHEREAS, the Friends thoughtfully boost staff morale with gifts and treats during National Library Week and throughout the year, supporting staff in ways public dollars cannot; and

WHEREAS, the leadership of the Board of Directors and the energy of hard-working volunteers empower all DCDL branches to thrive; and

WHEREAS, during National Friends of Libraries Week (October 18–24, 2026), we celebrate these champions whose dedication enriches all Delaware County residents:

NOW, THEREFORE, BE IT RESOLVED, that the DCDL Board of Trustees extends its deepest gratitude to the **Board of Directors, Volunteers, and Members of the Friends of the Delaware County District Library** for their award-winning service and steadfast devotion; and

BE IT FURTHER RESOLVED, that the Board encourages all community members to celebrate the Friends and support their ongoing mission.

Presented this 20th day of October 2026.

Board of Trustees, Delaware County District Library

Friends of the Library – Ms. Klatte shared that it had been another busy month for the FOL. They sponsored and held multiple events and raised $5,700.

Committee Reports –

Facilities – nothing to report
Finance/Budget – A meeting has been set up and publicized.
HR – Ms. Neff shared that 82% of participants who received the invite for the Director's review have responded. She asked for people to please respond as soon as possible.

New Business –

Director Bryan Howard shared information and answered questions about a proposed Staff Development Day to be held in April 2027.

(2026-088) Motion moved, seconded, and carried – Neff / Kipfer (All yes votes)

To approve closing all Delaware County District Library locations on Wednesday, April 21, 2027, for Staff Development Day. All Library locations will reopen on Thursday, April 22, 2027.

Unfinished Business –

(2026-089) Motion moved, seconded, and carried through roll call vote – Kenter / Kraft

To go into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official at 6:07 PM.

Mr. Ike – yes, Mr. Kenter – yes, Ms. Kipfer – yes, Ms. Kraft – yes, Ms. Neff – yes, Mr. Shondell – yes, Ms. Skinner – had left the meeting

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

(2026-090) Motion moved, seconded, and carried through roll call vote – Kraft /Kenter

To come out of Executive Session at 6:53 PM

Mr. Ike – yes, Mr. Kenter – yes, Ms. Kipfer – yes, Ms. Kraft – yes, Ms. Neff – yes, Mr. Shondell – yes, Ms. Skinner – had left the meeting

No decisions or actions were taken during Executive Session.

(2026-091) Motion moved, seconded, and carried through roll call vote – Kipfer / Shondell

To approve changes to the vacation time policy October 27, 2026 pending legal review and a one-year review.

Mr. Ike – yes, Mr. Kenter – no, Ms. Kipfer – yes, Ms. Kraft – yes, Ms. Neff – yes, Mr. Shondell – yes, Ms. Skinner – had left the meeting

(2026-092) Motion moved, seconded, and carried – Neff / Kipfer (All yes votes)

To adjourn the meeting at 6:56 PM.

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Reginald Ike, President Lori Kipfer, Vice-President