

PERRY COOK MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING

JUNE 8, 2021

Library Director Patricia Dollisch X Fiscal Officer Kile Byington X
 X President David Oates X Vice President Deb Statler AB Secretary Mary Roush X
Board Members: Paul Sipes AB Julie Rhea X Mary Jobe X Michelle Fidler X

MINUTES: The meeting was called to order by Dave Oates at 7:10 p.m. Nina Jackson with Charles E Harris & Associates, Inc. was on site to present and discuss the Independent Auditor's Report for the 2019 and 2020 fiscal years. Nina presented information before the official meeting began. The audit will go through the state desk review for final approval and will get certified and recorded. ^{There} ~~They~~ were no major findings in the opinion. There was a \$9 difference between the General Fund and Capital Projects accounts. Compliance with ORC (Ohio Revised Code) is also evaluated, and there were no findings. There was a management letter for (1) a public records policy to be in place, (2) for the policy to be included in the employee manual, (3) financial statements as related to the \$9 difference mentioned above and (4) recommendations that the Fiscal Officer use the note templates provided by the Auditor of State. These are only recommendations and are not required. Overall, the audit went very well. The regular business meeting started at 7:45 p.m. Julie made a motion to accept the minutes as read, Mary Jobe accepted, and all agreed.

PATRICIA: One unit for the air conditioning will be replaced. Patricia will attend the Perry Township Trustee meeting on Monday, June 14, 2021 to discuss vacating the alley behind the library as well as discussing the purchase of the connecting parcel of land that meets State Route 314. Mary Roush asked about the possibility of extended summer activities since restrictions are starting to lift and LSTA grant money was available. Patricia noted that staff is limited but she would see what she could do.

KILE: May financials have been reconciled. There will be a \$1 adjustment where the bank cleared a check for \$1 more than what it was written. This will be rectified. She will sign the management letter as mentioned by Nina Jackson in the audit presentation and send it to Charles Harris & Associates on June 9th. Mary Roush made a motion to accept the financial report and pay the bills, Michelle seconded, all agreed. Motion carried.

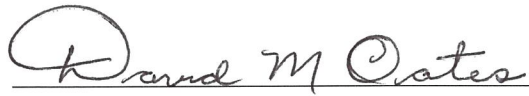
OLD BUSINESS: The board discussed the applicant that applied for the clerk position and had been interviewed prior to Ms. Jackson's presentation this evening. It was decided to decline the application and continue to post the position. Patricia will contact the applicant.

NEW BUSINESS: No new business to discuss

CONSENT RESOLUTIONS: Mary Roush made a motion to accept consent resolutions in the amount of \$7.55. Julie seconded, all agreed. Motion carried.

A motion to adjourn the meeting was made by Michelle, Mary Jobe seconded, all agreed. Motion carried.

Meeting adjourned at 8:45 p.m.

Handwritten signature of David M. Oates in blue ink, written over a horizontal line.

David Oates, President

Handwritten signature of Mary Roush in blue ink, written over a horizontal line.

Mary Roush, Secretary