

PERRY COOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

MARCH 9, 2021

Library Director Patricia Dollisch Fiscal Officer Kile Byington

President Dave Oates Vice President Deb Statler Secretary Mary Roush

Board Members: Paul Sipes Julie Rhea Mary Jobe

MINUTES: The meeting was called to order at 7:05 p.m. by Dave and was held at the library with all members physically present except for Deb Statler and Mary Jobe who attended the meeting via Zoom conferencing. Minutes from the February 9, 2021 meeting were read. Julie made a motion to accept the minutes as read, Paul seconded, all agreed.

PATRICIA: Paul questioned the Ohio Industrial Commission that was referenced in the Director's report. Patricia indicated that this was the pending Worker's Compensation claim. She feels that the claim hearing went well; it was completed over the phone. Mr. Harris was the representative handling the claim and he also felt that it went well. The former employee of Perry Cook is not represented by council. Should her claim be approved, we can appeal it again. Construction is complete and the final walk through of the project is slated for March 10th. Payment will be made upon final approval of the walk through. The USDA has just announced a waiver for the grab and go bags for summer which will allow the library to continue to serve snacks. Patricia reached out to Chad Redmon at Northmor to extend the offer for the library to be a location for summer meal pick up. Clarification is forthcoming from the Governor concerning quarantining and the possibility of summer programming.

KILE: February has been reconciled. This was a slow month. The permanent appropriations were submitted to the county Auditor's office along with an outline for the Capital Project fund utilization. We have not gotten the 2019/2020 audit back yet but there are a few things to note per Nina Jackson: Grants (LSTA, GOO, etc) may need to be in a special revenue fund, there should be a records policy put in place and it is looking like the budget is only off about \$9 which is great considering the financials had to be completely rebuilt when Kile began employment with Perry Cook. We have been able to provide documentation when it has been requested during the audit. A motion to accept the financial report and pay the bills was made by Mary Roush and seconded by Julie, all agreed. Motion carried.


OLD BUSINESS: Patricia has 2 quotes for security systems; one from Garber for \$3,000 and one from Central Ohio Security for \$1,875. The building and grounds committee will meet on Monday, March 22nd at 7 p.m. to review the bids and decide which system will be purchased. Building hours will remain Monday and Tuesday 10 a.m. to 8 p.m. and Wednesday through Friday 10 a.m. to 5 p.m. until the board meets on September 14th. Paul made the motion to accept the hours temporarily, Julie seconded, all agreed. Motion carried. A job description for the Fiscal Officer position was reviewed and approved as presented by Patricia. Patricia will

post the position immediately to actively start searching for Kile's replacement. A public records policy presented by Kile was reviewed. Mary Jobe made a motion to accept the policy, Deb seconded. All agreed. Motion carried. Mary Jobe mentioned that she spoke with Amish community members and gave suggestions for the library, one being that Mr. Borntrager may like to come to one of the board meetings. Mary Roush attended Sunshine Laws training on February 24th. Mary Jobe attended new board trustee training on March 6th.

NEW BUSINESS: Patricia solicited Michelle Fidler for a board trustee member position. Her application was reviewed and discussed. Her term would run through December 2021 and would complete the remainder of Amanda Young's position. Paul made the motion to accept her application as a member of the board, Julie seconded, all agreed. Motion carried. Patricia will forward the application to the Northmor School Board for final approval. After the application is approved Michelle will be our newest board member and invited to the April meeting for her swearing in.

CONSENT RESOLUTIONS: Julie made a motion to accept the donation of \$1.55. Paul seconded, all agreed.

Julie Rhea made a motion to adjourn the meeting, Paul seconded, all agreed. Meeting adjourned at 8:10 p.m.



David Oates, Board President



Mary Roush, Board Secretary