

PERRY COOK MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING

NOVEMBER 9, 2021

Library Director Patricia Dollisch X    Fiscal Officer Kile Byington X

Board President David Oates X    Secretary Mary Roush X

Board Members: Paul Sipes X    Julie Rhea X    Mary Jobe X    Michelle Fidler X

MINUTES: The meeting was called to order at 7:00 p.m. by Dave Oates. The Library Director, Fiscal Officer, Board President, Secretary and all board members were in attendance. Vice President Deb Statler tendered her resignation through an email sent to Patricia earlier today. A copy of the email is attached to the minutes. The minutes from the October 12<sup>th</sup> meeting were read. Julie made a motion to accept the minutes as read, Michelle seconded, all agreed. Motion carried.

PATRICIA: Mary Jobe asked about the appraisal on the Corns property. Patricia shared that Kennon Osburn has not responded back with the paperwork despite contact efforts. She will update the board when this is received. The corner lot commonly identified as part of the town square will also need an appraisal and she will contact someone to have that done. The Northmor School Board will need to ask for the acquisition of the land from the county since they are the taxing authority when the time comes to make the purchase. There are no 2021 transit vans available, but Patricia is currently looking. Dave asked if it had to be a 2021 model, Patricia indicated that it did not have to be. Until the van purchase is secured, no monies will be spent to stock it. The heat is fixed in the children's area. Jessica Teaters resigned as custodian, but her mother Peggie Van Horn will be happy to take her position. Kile is working on the paperwork for this. Teresa Maffett came into the library and is interested in coming back to work. Patricia said that the library just sparkled when she worked here but since Peggie will be filling the custodian position, she will ask Teresa if she would be interested in a library assistant position. Paul asked about the OLC conference and Patricia's thoughts since she attended it. She indicated that there was a thinner attendance but that it was celebratory and just what she needed to recharge her professional batteries. There was discussion about refiguring and rethinking services since the world has changed. She noted that OLC and the state library are great supports.

At a recent staff meeting the staff shared that they are tired, cranky and are putting out fires so to speak at this point. They are spread thin from not having enough staff. A brief discussion took place regarding raises, the fact that the library cannot afford to offer health insurance coverage and possible solutions. A meeting date of December 4, 2021, at 2 p.m. was set for the personnel committee to discuss these concerns.

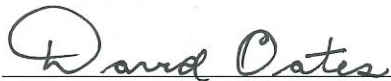
KILE: October financials are reconciled. A refund made to the credit card shows as an adjustment. Two resolutions are needed to create and appropriate revenue for the transit van.

Resolution #1 is to create a special revenue fund, as allowed per ORC 5705.09 to receive and allocate monies from restricted federal grants. The fund number will be 2001 and named Bookmobile Fund. Mary Jobe made a motion to accept this resolution, Paul seconded, all agreed. Motion carried. Resolution #2 is for revenue for the ARPA Grant received in 2021 to be appropriated in 2021. This resolution provides for supplemental appropriations to be approved for the 2001 Bookmobile Fund in accordance with federal and state grant stipulations. Supplemental revenue budget and appropriations are detailed in Appendix A that was presented with the financial report for the November 9, 2021, meeting records. Mary Roush made a motion to approve this resolution, Michelle seconded, all approved. Motion carried. The 2022 revenue shows \$280,050.00 and \$280,350.00 in appropriations. Increases were noted due to wages and continuing inflation.

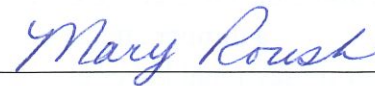
\$142,00.00 is allocated in the Capital Projects fund. This is due to the likelihood that the Corns' property purchase will not be finalized prior to December 31, 2021. The transit van is included in the 2021 and 2022 financials because it has not yet been purchased. It is necessary to move \$5,000.00 from salaries to supplies to cover the grant for preservation supplies that Shelby acquired but needs placed in the proper account to allow it to be spent. Mary Roush made a motion to make the transfer, Mary Jobe seconded, all agreed. Motion carried. Mary Roush made a motion to accept the financial report and pay the bills, Julie seconded, all agreed. Motion carried.

OLD BUSINESS: The Corns property was discussed. Patricia will update when the appraisal comes through. There are three open positions that currently need filled. Patricia has dropped some of the requirements from the job posting and is continuing to look for additional resources to seek applicants.

Mary Roush made a motion to adjourn the meeting, Mary Jobe seconded, all agreed. Meeting adjourned at 8:25 p.m.



David Oates, Board President



Mary Roush, Secretary