

PERRY COOK MEMORIAL LIBRARY
Board of Trustees

Date: February 12, 2019

Clerk, Treasurer/ Library Director: Patricia Dollisch; Pres. Dave Oates; V. Pres. Deb Statlerr; Sec. Chris Coe; Member: ab Jon Lanker; Tim Eichorn; Amanda Young; Mary Roush

Minutes:

Dave called the meeting to order. Minutes of the January 8, 2019, board meeting were read. Tim moved to accept them as read. Mary seconded it. All agreed.

Patricia reported that she has five (5) applications for the open librarian position at the library. She will be conducting interviews in the near future.

Patricia has started filing the necessary paperwork for E-rate funding. She has also applied for a \$1500.00 Summer Reading Program grant from the State Library. This will help pay for performers that have been contracted to present programs for the Summer Reading Program.

Melissa Dobbins has completed the serial cataloging of library materials and everything we own can now be loaned out through the consortium. There were 306 items pulled for the first draw of the consortium lending rotation.

Winter weather has affected attendance for the A2Z and Kid-Time programs. The library will participate in Read Across America which is scheduled for March 2nd.

Patricia is looking for a Visiting Clerk to assist the library with the UAN financial software.

Board members want to see a job description created for the clerk/treasurer position. Patricia will secure copies of job descriptions from surrounding libraries and board members will work to write a job description for Perry Cook Memorial Library so that a new clerk/treasurer can be hired.

A state-wide library trustee training workshop will be held March 9, 2019, in Columbus. Several board members are considering going to this workshop.

Tim moved to accept the financial report and pay the bills. Amanda seconded it. All agreed.

Possible changes to the community room policy were discussed. No decisions were made.

Mary asked for an explanation of the STAR Ohio bank account. It is an investment account designed for libraries.

Mary moved to have the library lock box opened at First Knox National Bank. Deb seconded it. All agreed.

Tim moved to adjourn the meeting. Amanda seconded it. All agreed, meeting adjourned.

President: _____

Secretary: _____