

Guernsey County District Public Library
Board of Trustees Organizational Meeting

January 9, 2020

The Board of Trustees of the Guernsey County District Public Library held its organizational meeting January 9, 2020, at the Crossroads Branch.

Trustees present: Sheila Ellenberger, Stephanie Laube, Judy Simcox, Cathy Koscoe and Kathy Warhola

Library employees present: Michael Limer, Luke Bentley, Donna King, Matt Kinsey and Jennifer Jacobs

Dr. Ellenberger called the meeting to order at 4:58 p.m. The Board will remain seated for the regular session meeting immediately following.

Mrs. Laube made a motion for the current officers to retain their positions

President – Mr. Motes

Vice President – Dr. Ellenberger

Secretary – Cathy Koscoe

Dr. Ellenberger seconded the motion

Roll call vote: Dr. Ellenberger - yes, Mrs. Laube - yes, Mrs. Simcox - yes, Mrs. Koscoe – yes, Mrs. Warhola – yes.

Mr. Limer asked for a member of the board to be on the insurance committee. Mrs. Koscoe volunteered.

Mrs. Warhola made a motion to reappoint Jennifer Jacobs as Fiscal Officer. Mrs. Laube seconded the motion.

Roll call vote: Dr. Ellenberger - yes, Mrs. Laube - yes, Mrs. Simcox - yes, Mrs. Koscoe – yes, Mrs. Warhola – yes.

There were no further items on the Organizational Agenda. The Board will remain seated to commence the January regular session meeting.

Guernsey County District Public Library

Board of Trustees Regular Meeting

January 9, 2020

The Board remains seated following the January organization meeting, which was called to order at 4:58 p.m.

There was no Public Participation

Joan Albaugh from the Friends of the Library

Mrs. Albaugh stated that the Friends of the Library had great success with the book sales at all branches and have six sales planned in 2020. She was in attendance to ask the board for use of the library to present a dinner theater in April 2020 about the Titanic. They would like to hire Shirley Goodpastor for catering services and plan to sell the tickets for \$15-20 to cover the cost. Mr. Limer offered the opinion that due to the direct benefit of the Library, an exception for an admission fee would be justified.

Mrs. Laube made a motion to approve use of the library for the dinner theater. Mrs. Warhola seconded the motion. All voted yes and the motion carried.

Review and Approval of Minutes

Mrs. Warhola made a motion to approve the minutes from the previous meeting held on December 12, 2019. Dr. Ellenberger seconded the motion. All voted yes, and the motion carried.

Financial Report

Mrs. Jacobs presented the financial report.

2019 Revenue: \$2,199,883.64

2019 Expenses: \$1,834,072.92

Mrs. Warhola made a motion to accept the financial report. Mrs. Laube seconded the motion. All voted yes, and the motion carried.

Administrative Staff Reports

The Administrative Reports were previously provided by email and in print at the meeting.

New Business

Mrs. Laube made a motion to approve the proposed Permanent Appropriations for 2020.

Dr. Ellenberger seconded the motion.

Roll call vote: Dr. Ellenberger - yes, Mrs. Laube - yes, Mrs. Simcox - yes, Mrs. Koscoe – yes, Mrs. Warhola – yes.

Mrs. Warhola made a motion to approve the change fund and allow the fiscal officer to provide an adequate change fund to meet the needs at all branches. Going forward, the change fund is no longer subject to annual approval. Dr. Ellenberger seconded the motion.

Roll call vote: Dr. Ellenberger - yes, Mrs. Laube - yes, Mrs. Simcox - yes, Mrs. Koscoe – yes, Mrs. Warhola – yes.

Old Business

Dr. Ellenberger made a motion to enter into an agreement with Library Design to begin the process of renovating the Byesville Branch. Mrs. Koscoe seconded the motion. All voted yes, and the motion carried.

Adjournment

Dr. Ellenberger moved to adjourn. Mrs. Warhola seconded the motion. All voted yes, and the meeting adjourned at 5:55 p.m.

The next meeting is scheduled for February 13, 2020, at 5:00 p.m. at the Crossroads Branch.

President

Secretary