

The Board of Trustees of the Guernsey County District Public Library met in regular session July 5, 2017, in the board room of the Crossroads Branch. Trustees present: Shana Fair, Lisa Groh, Stephanie Laube, Scott Woods, and Matt Motes. Library employees present: Melissa Essex, Donna King, Matt Kinsey and Cathy Holt.

Mrs. Fair Vice President called the meeting to order at 4:03 p.m.

Mr. Motts moved to approve the June regular meeting minutes. Mrs. Laube seconded the motion all voted yes and the motion carried.

Balance in the General Fund May 31, 2017	\$932,215.43
Receipts	113,205.93
Expenses	125,219.60
Balance in the General Fund June 30, 2017	\$920,774.16
Balance in the Building Fund May 31, 2017	\$1,190,000.00
Receipts	00.00
Expenses	00.00
Balance in the Building Fund June 30, 2017	\$1,190,000.00
Balance in the Motor Fund May 31, 2017	00.00
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund June 30, 2017	00.00
Balance in the Automation Fund May 31, 2017	\$100,236.40
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund June 30, 2017	\$100,236.40
Balance all Funds	
Balance in checking	\$ 35,538.39
PayPal	25.00
Change Fund	165.00
Peoples Interest Business Checking	\$2,175,281.63
Total	\$2,211,010.56

Mrs. Groh moved to accept the following resolution:

Resolved, that the Board of Trustees accept the following gift: \$500.00 given by William Leeper, & Christine Tucker for books in memory of Patricia Tucker Imm, Lawrence Harding donated a tree to Crossroads Branch, 52 books were donated by Connie Leonette, mostly cookbooks and civil war titles, 25 titles

were added to the collection, the rest will be donated to the Friends of the Library group for the annual book sale.

Mr. Woods seconded the motion, all voted yes and the motion carried.

Our depository agreement with Peoples Bank expired on June 30, 2017. We received proposals from, Peoples Bank, Wesbanco, and Community Bank. Peoples Bank has no problem waiting until our August meeting to make a decision on which financial institution would best serve us.

The repair to the air conditioning unit in the Finley Room is moving forward.

Mrs. Essex has compiled information from the surveys and is prepared to discuss the outcome of the focus group. This will be discussed in more detail at the August meeting.

In light of events occurring last Thursday June 29th, Mr. Kinsey was placed on administrative leave for safety reasons effective Friday, June 30th and lasting three days until today's meeting. Mrs. Essex was placed on administrative leave for similar reasons for the days of Friday, June 30th and Monday July 3rd.

Mr. Motes moved to approve the administrative leave of Mr. Kinsey of 3 days and Mrs. Essex of 2 days. Mrs. Groh seconded the motion, all voted yes and the motion carried.

Mr. Kinsey brought to the attention of the board that following the events of last Thursday, there needs to be an investigation into abuse of access to library records. Mr. Motes believes that due to the fact that investigations would concern the acts of a specific, named employee, this topic should be discussed in executive session.

Mr. Woods moved to pay the bills. Mrs. Laube seconded the motion, all voted yes and the motion carried.

At the special meeting on June 29th the board voted to hire a security guard for the Crossroads branch to start on Wednesday, July 5th at 4 p.m. However, due to events occurring the evening of Thursday, June 29th, contract security at Crossroads was placed into effect as of Friday, June 30.

Mrs. Groh moved to hire a contract security guard at Crossroads for \$30, per hour as of Friday, June 30th. Mr. Woods seconded the motion, all approved and the motion carried.

Mr. Motes moved to go into executive session to investigate charges or complaints against a public employee. Mrs. Laube seconded the motion and a roll call vote was taken: Mr. Motes, yes; Mr. Woods, yes; Mrs. Groh, yes; Mrs. Fair, yes; Mrs. Laube, yes.

The Board entered into executive session at 4:13 p.m.

The Board left executive session at 6:41 p.m.

Mr. Woods was no longer in attendance as he left at 5:37 p.m.

Mrs. Groh moved to grant the request of the Library Director Richard Goodwin for medical leave until August 7th and also to place Mr. Goodwin on paid administrative leave to August 7th.

Mr. Motes seconded the motion. All voted yes and the motion carried.

Mr. Motes moved to expand security at the Main branch to all hours of operation and to add security at Byesville during all hours of operation. Mrs. Fair seconded the motion. All members voted to approve.

The Board will organize the statements presented so far before deciding whether to pursue further. We will investigate the possibility of interviewing additional staff using standardized questions.

Mrs. Fair will visit each branch tomorrow morning to give staff an update and see if any other staff at Crossroads would like to share any concerns with the board.

Mr. Motes motioned to adjourn. Mrs. Fair seconded the motion all voted yes and the motion carried. The meeting adjourned at 6:46 p.m.

President:

Secretary

