

Guernsey County District Public Library

Board of Trustees Regular Meeting

April 11, 2019

The Board of Trustees of the Guernsey County District Public Library met in regular session April 11, 2019, in the Board room of the Crossroads Branch Library.

**Roll Call**

Trustees present: Matt Motes, Dr. Sheila Ellenberger, Cathy Koscoe, Kathy Warhola, Judy Simcox and Jay Jackson. Library employees present: Michael Limer, Luke Bentley, Donna King, Matt Kinsey and Jennifer Jacobs.

Mr. Motes, President, called the meeting to order at 5:00 p.m.

**Public Participation**

Randy LePage of the Guernsey County Court of Common Pleas attended the meeting. He spoke of the Comprehensive Continuity of Operations Plan as mandated by the Ohio Supreme Court. He requested the use of the Crossroads Branch Library meeting room in the case of emergencies.

Mr. Jackson made a motion for Mr. Limer to enter negotiations with the Court regarding this plan.

Mrs. Warhola seconded the motion. All voted yes, and the motion carried.

**Review and Approval of Minutes**

Mrs. Warhola moved to approve the minutes of the last Board meeting held on March 14, 2019.

Mr. Jackson seconded the motion. All voted yes, and the motion carried.

**Financial Reports**

Mrs. Jacobs presented the financial report. We received an insurance check from the HVAC repairs done by Ables in the amount of \$11,575.00.

The following gifts were presented:

- From Jeffrey & Jill Ross - \$25
  
- From the Guernsey County Retired Teachers Association – \$46.15 – We purchased the following books:
  - In memory of Peggy Bryan – Hero Dogs by Wilma Melville with Paul Lobl
  - In memory of Charles “Chuck” Chippi – The Hunter’s Way: A Guide to the Heart and Soul of Hunting by Craig Raleigh
  - In memory of Mary Sue Chesser – The End of Alzheimer’s by Dale E. E Bredesen

- From the Friends of the Library – \$391.15 – donations collected by the Writers Group for the Children’s Department.

Dr. Ellenberger made a motion to accept the report & gifts. Mr. Jackson seconded the motion. All voted yes, and the motion carried.

### **Administrative Staff Reports**

Mrs. King presented the Children’s Department News. She reported she will be attending two conferences and has several programs planned for the coming months.

Mr. Kinsey reported that he has a list of surplus equipment that can be disposed of through a Friends of the Library sale. Mrs. Warhola made a motion to dispose of the surplus IT equipment.

Mr. Jackson seconded the motion. All voted yes, and the motion carried.

Mr. Bentley reported that he is still working with the Friends of the Library on creating an outdoor experience kit that patrons would be able to check out. He has also been involved with several meetings and planning upcoming events.

Mr. Limer presented the Director’s Report. He & Luke will be attending the OLC Legislative Day. He will also be meeting with individuals in the Mid-East facilities management program, as well as colleagues in different counties in how they implement mobile services. He also is working on the release of RBDigital and is looking into starting a summer program aimed at adults.

### **New Business**

AEP

AEP had sent us a contract to replace the wood poles with metal. Mr. Jackson made a motion to enter into this contract, if so advised by legal counsel. Mr. Motes seconded the motion. All voted yes, and the motion carried.

### **Old Business**

IAP Mrs. Warhola made a motion to accept the Base Bid for repairs. Mr. Motes seconded the motion. All voted yes, and the motion carried.

### **Business Too Late for the Agenda**

Mr. Limer reported that Dingey Lawn Care has been taking care of the library properties. He would like the Board’s assent to have them replace the pine bark mulch at all locations.

Mr. Jackson asked about renovations at the Byesville Branch. Mr. Limer reported that he is looking at replacing the picture window.

**Adjournment**

At 6:06 p.m., Mr. Motes moved to adjourn. Mrs. Warhola seconded the motion. All voted yes, and the meeting adjourned.

The next Board meeting is scheduled for June 13, 2019, at Crossroads at 5:00 p.m.

President

Secretary