

Guernsey County District Public Library

Board of Trustees Regular Meeting

November 14, 2019

The Board of Trustees of the Guernsey County District Public Library met in regular session November 14, 2019, at the Downtown Branch located on Steubenville Avenue.

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

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

Mr. Limer, Director, called the meeting to order at 5:00 p.m.

There was no Public Participation

Chris Hickman from IAP was present to discuss building a garage and workstation for the Sprinter Van and the library Explorer, as well as repairs of the parking lot at the Crossroads Branch. An engineer and architect would be needed for the garage. IAP can provide the board with names of prequalified firms.

Review and Approval of Minutes

There were no revisions or corrections. The minutes were received and filed as read.

Financial Report

Mrs. Jacobs presented the financial report:

- We received \$3807.76 from Ohio Bureau of Workers Compensation for 88% of our 2017 Premium.
- Our property insurance policy with Ohio Plan is up for renewal.
- \$150,000 was transferred from our Operating account to our Investment Checking account since it has a higher interest rate.

There were again several gifts to the Finley Room:

BE IT RESOLVED, that the Board of Trustees accept the following gifts:

Donations to the Finley Room in September 2019:

- Guernsey County Genealogy Society - donated their complete microfilm collection (their microfilm reader broke).
- Carol Likes - Newspaper clippings, records, play, etc of the Guernsey County 175th Celebration
- Betty Shinn - The Stillion Family (bound) by Betty Stillion Shinn;
The Shinn Family (bound) by Robert and Betty Shinn; and Miners Obits and Injuries in Guernsey County

Donations to the Finley Room in October 2019:

- William (Bill) P. Marlatt: "The Family of Abraham and Mary (Maple) Marlatt of New Jersey, Virginia and Ohio" - self-published by the author William P. Marlatt. c. Sept 30, 2019. Lori Mitchell and the library are mentioned in his acknowledgements.

Administrative Staff Reports

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

New Business

Mr. Limer reported that he is looking into renting space at Walmart. This would be primarily a pickup location. The Board expressed no objection to Michael pursuing this, and he will keep the board updated.

Mr. Limer also proposed a 2-week cap on vacation carryover as a planned policy change, subject to collective bargaining negotiations.

Old Business

Dingey's Lawn Services provided an estimate of \$4500.00 to clean up the brush by the road in front of the Crossroads Branch.

Executive Session

Mrs. Laube made a motion to enter into executive session to discuss employee compensation.

Mrs. Simcox seconded the motion. A roll call vote was taken: Dr. Ellenberger- yes,

Mrs. Laube – yes, Mrs. Simcox – yes, Mrs. Koscoe – yes.

The Board entered executive session at 5:49.

The Board returned to regular session at 6:10 p.m.

Adjournment

Dr. Ellenberger moved to adjourn. Mrs. Laube seconded the motion. All voted yes, and the meeting adjourned at 6:16 p.m.

The next meeting is scheduled for December 12, 2019, at 5:00 p.m. at the Byesville Branch.

President

Secretary