

Guernsey County District Public Library

Board of Trustees Regular Meeting

August 12, 2021

The Board of Trustees of the Guernsey County District Public Library met in regular session August 12, 2021, at the Crossroads Branch.

Trustees present:

Jay Jackson, Judy Simcox, Sheila Ellenberger, Kathy Warhola, and Stephanie Laube

Library employees present:

Michael Limer and Jennifer Jacobs

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

Review and Approval of Minutes

Mrs. Warhola made a motion to approve the minutes for the regular meeting held on July 8, 2021. Dr. Ellenberger seconded the motion. A roll call vote was taken: all aye.

Financial Report

The financial report was previously provided in the board packet.

We received the following gift:

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

Michael Miller donated \$30.00 to the Finley Room.

Dr. Ellenberger made a motion to accept the financial report and gift as presented. Mrs. Simcox seconded the motion. A roll call vote was taken: all aye.

New Business

Donna King, children's librarian, will retire at the end of September. The job description will be posted soon. We anticipate offering \$35,000.00 to \$50,000.00 and requiring, at minimum, a bachelor's degree in a related field.

Mrs. Warhola made a motion to hire Daneen Simmons as a part-time custodian at the rate of \$10.00 an hour for 20 hours a week. Mr. Jackson seconded the motion.

Our county prosecutor drew up a contract appraising the property on Bennett Avenue at \$22,640.00. Mrs. Jacobs drew up an invoice for the commissioners. Mrs. Laube made a motion to approve the invoice and deposit the payment into the general fund, once received. Dr. Ellenberger seconded the motion. A roll call vote was taken: all aye.

Director's Report

We will hold another levy committee meeting in the near future.

We will look into clearing more foliage from the Crossroads Library sign.

Sky Roofing has been at Crossroads a couple of times lately to fix various leaks.

The State of Ohio has changed the delivery service. There have been some delays related to the transition.

The checklist for the Bookmobile stops has been completed and is being utilized.

A representative for the Daily Jeffersonian contacted Mr. Limer. They have received anonymous emails stating that the library intends to close the Downtown Branch in order to pay for the Byesville renovations. Mr. Limer responded, stating that the funds for the renovation have been set aside for some time.

Enervise has been called to the Downtown location several times for repairs. The HVAC system there may need to be replaced, and Enervise will put together an estimate.

The retaining wall at the Downtown location has been damaged. Mr. Limer will look into removing the wall and installing parking barriers in its place.

Once the Bookmobile begins going to schools, we intend to send home permission slips for parents to sign so that their child may get a full-access library card.

The statistics from the summer reading program were compiled. Registration and attendance was up, but circulation didn't change much.

The Friends of the Library recently held a book sale and have been asking for ideas on how to use the proceeds. Mr. Limer suggested helping to purchase early learning stations. These are computers with preloaded games for Pre-K to 6th grade. They cost \$4000.00, and he would like one for each location.

The building committee met HBM at Byesville on August 25, 2021, to begin discussing the interior design. For the time that the branch may need to be closed, we may supplement with the bookmobile.

IT Report

The IT report was previously provided in the board packet.

Adjournment

Mrs. Laube made a motion to adjourn. Dr. Ellenberger seconded the motion, and the meeting adjourned at 5:48 p.m.

The next meeting is scheduled for September 9, 2021, at the Crossroads Branch at 5:00 p.m.

President

Secretary