

Guernsey County District Public Library

Board of Trustees Regular Meeting

September 09, 2021

The Board of Trustees of the Guernsey County District Public Library met in regular session September 09, 2021, at the Crossroads Branch.

Trustees present:

Matt Motes, Judy Simcox, Sheila Ellenberger, Kathy Warhola, Cathy Koscoe 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**

Dr. Ellenberger made a motion to approve the minutes for the regular meeting held on August 12, 2021. Mrs. Warhola seconded the motion. All voted aye, and the motion carried.

**Financial Report**

The financial report was previously provided in the board packet.

We received the following gifts:

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

1. Brent Yarnall donated \$25.00 to purchase a book in memory of Freddie “Lee” Williams.
2. Jim Moss donated a manuscript of The Historical Background of Black Methodism in Ohio by Rev. Wayne L. Snider and Rev Merrill E. Nelson to the Finley Room.

Mrs. Warhola made a motion to accept the financial report and gifts as presented. Mrs. Simcox seconded the motion. All voted aye, and the motion carried.

Mr. Motes made a motion to transfer \$200,000.00 from Building Improvements to Professional Services. Mrs. Warhola seconded the motion. All voted aye, and the motion carried.

## **Old Business**

Mrs. Laube's term will expire on September 21, 2021. Mr. Limer will reach out to the commissioners regarding reappointing Mrs. Laube for another term.

The Board will consider meeting at a different time each month due to a member having a scheduling conflict.

## **Director's Report**

There have been a couple new stops added to the bookmobile schedule.

Donna King will retire on September 30, 2021. Mr. Limer has four potential candidates for the position and will begin interviews soon.

The delivery service has been improving, but there is still a backlog.

According to HBM, the site of the potential bookmobile garage will need to be built in a different location than originally discussed, and the drive-thru window at Byesville will need to be reconfigured. HBM also stated that we need to have a company test for asbestos at the Byesville branch.

The full-time custodian position is now posted at all locations.

The sale of the bus garage is complete, and the payment deposited into the general fund.

The Board received letters from five employees stating their intention to withdraw from the bargaining unit.

Bi-Con sent a proposal to remove the retaining wall at the Downtown branch and install two parking barriers. The Prosecutor's office will review the contract before we sign.

We've ordered an additional 600 COVID tests.

Mr. Limer has asked for quotes from two companies to remove the brush that is blocking the sign at the Crossroads branch.

## **Outreach Report**

The Outreach report was previously provided in the board packet.

**Executive Session**

Mrs. Warhola made a motion to move to executive session. Dr. Ellenberger seconded the motion. The Board entered into executive session at 5:41 p.m.

The Board returned from executive session at 6:04 p.m.

**Adjournment**

Mrs. Warhola made a motion to adjourn. Dr. Ellenberger seconded the motion, and the meeting adjourned at 6:04 p.m.

The next meeting is scheduled for October 14, 2021, at the Crossroads Branch at 5:00 p.m.

President

Secretary