

Guernsey County District Public Library  
Board of Trustees Regular Meeting  
November 28, 2023

The Board of Trustees of the Guernsey County District Public Library met in regular session at 5pm on October 24, 2023 at the Downtown Branch.

**Trustees present:**

Sheila Ellenberger, Deborah Cunningham, Carla Smith, Cathy Koscoe, Kathy Warhola and Stephanie Laube

**Library employees present:**

Michael Limer, Ada Myers, Lauren Burris, and Jennifer Jacobs and Deborah Fader Samson

There were two guests present

President Dr. Sheila Ellenberger called for a roll call for the meeting to come to order at 5:00pm

Secretary Laube did a board member roll call

Agenda was approved

**Youth Services and Marketing and Outreach**

Youth Services and Marketing and outreach reports were provided by Burris and Samson. See attached.

**Assistant Director's Report**

Myers provided her Assistant Director's Report which included results from several outreach activities the library participated in including the Dicken's Grand Opening which took place at the downtown branch library. Myers also shared that interviews are taking place for a staff opening in Byesville as well as the public coordinator opening.

**Director's Report**

Limer provided his director's report. See attached.

**Public Participation**

Two guests spoke. See attached sign-in sheet.

**Review and approval of meeting minutes**

The Board Reviewed and approved the October 2023 Regular Meeting Minutes with a motion by Koscoe and second by Smith.

**Financial Reports**

Financial officer Jacobs presented the financial report and gifts received. Warhola motioned to approve the financials and accept gifts, Smith seconded and motion carried.

**New Business**

Limer shared a draft of the dedication plaque that will go up in the Byesville branch and asked board members to review. Cunningham asked for a name correction. This will be done. Board member Smith asked if an annual report (self-evaluation) could be provided to the board from Limer and Jacobs. These will be provided.

**Executive Session**

Motion was made to go into executive session to discuss employment of public employee by Cunningham and seconded by Koscoe. Roll call was made. The board went into executive session to discuss employment of public employee at 5:45pm and left executive session at 6:03pm.

**Business Too Late for the Agenda**

President Dr. Ellenberger stated that she would be reviewing the Bylaws and asked if any other board member would like to review them as well. Warhola will also review the Bylaws.

Board of Director meetings dates/times will be set at the next meeting.

The board adjourned at 6:10pm.

The next meeting is scheduled for December 19 @ 5:00pm at Crossroads.

Respectfully submitted:

Stephanie Laube  
Secretary