

**MINUTES OF THE ORGANIZATIONAL MEETING
OF THE PORTSMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
January 11, 2022**

The Trustees of the Portsmouth Public Library met on this date at 12:28 p.m. to set the organization of the Board for 2022, adopt the 2022 estimated revenue and appropriations, nominate 2022 Committees, and set dates and times of Board Meetings. The following members were present: Mrs. Tamela Moore-Morton – President of the Board; Dr. Charles Kemp – Vice-President; Mrs. Kara Tieman – Board Member and Mr. Ryan Salmons – Board Member. Representing the library was Paige Williams – Director, Linda Berry – Deputy Director; Dylan Markins – Fiscal Officer; Keely Woloschek – Deputy Fiscal Officer and Katie Williams – Marketing Manager. Mrs. Jennifer Schackart was also in attendance.

Mrs. Tamela Morton, President of the Board, appointed Ryan Salmons as Secretary Pro-Tempore.

On motion of Mrs. Tieman, seconded by Mr. Salmons, and unanimously carried to nominate and elect Tamela Moore-Morton to President of the Board of Trustees.

On motion of Mrs. Tieman, seconded by Mr. Salmons, and unanimously carried to nominate and elect Dr. Charles Kemp to Vice-President of the Board of Trustees.

On motion of Mr. Salmons, seconded by Dr. Kemp, and unanimously carried to nominate and elect Kara Tieman to Secretary of the Board of Trustees.

On motion of Mrs. Tieman, seconded by Mr. Kemp, to nominate Larry “Dylan” Markins for the office of Fiscal Officer. Said Fiscal Officer to furnish bond in the sum of \$100,000.00, payable to the Board of Trustees of the library, conditioned according to law. The Fiscal Officer presented such bond therefore the Board of Trustees hereby approves the sum of \$100,000.00, with the Cincinnati Insurance Company, Cincinnati, Ohio, as surety, the same. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes, and Dr. Kemp, yes.

On motion of Mrs. Tieman, seconded by Dr. Kemp, to nominate Keely Woloschek for the office of Deputy Fiscal Officer. Said Deputy Fiscal Officer to furnish bond in the sum of \$100,000.00, payable to the Board of Trustees of the library, conditioned according to law. The Deputy Fiscal Officer presented such bond therefore the Board of Trustees hereby approves the sum of \$100,000.00, with the Cincinnati Insurance Company, Cincinnati, Ohio, as surety, the same. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes, and Dr. Kemp, yes.

On motion of Mrs. Tieman, seconded by Dr. Kemp, to adopt the following 2022 Estimated Revenue and Appropriations:

2022 Estimated Revenue and Appropriations

Estimated Revenue

101-00-4-1100s Public Library Fund (PLF)	\$2,888,170.00
101-00-4-1210s General Property Tax	1,079,000.00
101-00-4-3000s Patron Fines & Fees	21,000.00
101-00-4-4000s Interest	5,000.00
101-00-4-6000s Contributions	12,000.00
101-00-4-8000s Sale of Surplus, Rental & Reimbursements	125,000.00
TOTAL	\$4,130,170.00

Appropriations

Account

101-00-5-1000s	Payroll & Benefits	\$3,008,500.00
101-00-5-2000s	General Operating Supplies	72,000.00
101-00-5-3000s	Utilities & Maintenance	434,500.00
101-00-5-4000s	Library Materials Expenses	265,000.00

101-00-5-5000s	Building & Equipment Expenses	135,000.00
101-00-5-7000s	Entity Dues & Memberships	8,000.00
GRAND TOTAL FUND 101		\$3,923,000.00

On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes, and Dr. Kemp, yes.

Request for 2022 Committees (Informational) – Jennifer Schackart will replace Richard Schisler in the Property & Extension; Audit, Budget & Expenditures and Policy Committees once she is sworn in.

On motion of Mrs. Tieman, seconded by Dr. Kemp and unanimously carried, the Library's 2022 Regular meetings of the Board of Trustees of the Portsmouth Public Library will be at the office of the Library at 12:00 p.m. on the 3rd Tuesday of each month during the year, unless otherwise ordered by the Board of Trustees.


On motion of Mrs. Tieman, seconded by Dr. Kemp and unanimously carried, to excuse Ms. Ruthann Brush from the January 11, 2022 Organizational Board Meeting is approved.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:36 p.m.

Approved this 15th day of February, 2022.



Tamela Morton, President



Ryan Salmons, Secretary Pro Tempore