

MINUTES OF THE TRUSTEES OF THE PORTSMOUTH PUBLIC LIBRARY
February 18, 2020

The Trustees of the Portsmouth Public Library met on this date at 12:38 p.m. at the library. On roll call, the following members were present: Mrs. Kara Tieman – President of the Board; Mr. Ryan Salmons – Vice President; Ms. Ruthann Brush – Board Member; Mr. Richard Schisler – Board Member and Dr. Charles Kemp – Board Member. Representing the library were Paige Williams – Director and Dylan Markins – Fiscal Officer.

Dr. Kemp was appointed Secretary Pro-Tem.

On motion of Mr. Salmons, seconded by Mr. Schisler and unanimously carried, the minutes of the Special Meeting, Organizational Committee Meeting and Regular Meeting – 01/14/20, are approved and ordered filed.

On motion of Ms. Brush, seconded by Dr. Kemp, that the January 2020 financial report is approved, subject to audit. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Mr. Salmons, seconded by Dr. Kemp, to approve the January 2020 bills in the amount of \$290,563.07. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Audit, Budget & Expenditures

It is noted that the Audit, Budget & Expenditures Committee has nothing to report at this time.

Property & Extension

Property Purchases (Informational) – The Board discussed the property purchase of 508 Waller Street, Portsmouth, OH. The IRS has accepted to negotiate with the current owners, in order for purchase negotiations to move forward with the Library.

On motion of Ms. Brush, seconded by Mr. Salmons, to approve the replacement of the Main Boiler by Johnson Controls at a cost of \$74,425.00. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Ms. Brush, seconded by Dr. Kemp, to approve the replacement of the fan coil unit by Johnson Controls at a cost of \$75,528.50. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Ms. Brush, seconded by Mr. Schisler, to approve the replacement of the Server Room HVAC by Johnson Controls at a cost of \$17,871.00. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Ms. Brush, seconded by Mr. Salmons, to approve the energy agreement with Dynegy, which will provide electricity to all locations at a rate of .0488¢ per KWh, for the time period of April 2020 through April 2023. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Personnel

On motion of Mr. Salmons, seconded by Mr. Schisler, to approve the renewal of employee's Life Insurance with Humana Policy, with a cost increase from \$.15 to \$.16 per thousand. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Materials & Equipment

It is noted that the Materials & Equipment Committee has nothing to report at this time.

Policy

It is noted that the Policy Committee has nothing to report at this time.

Report of the Director

Board Member Re-appointment (Informational) – Tamela Moore-Morton’s term as a Board member will expire in June 2020. She has expressed her willingness to continue to serve on the Board. The Scioto County Commissioners are responsible for appointing this position and a letter will be sent asking them to take action on this re-appointment.

Strategic Planning (Informational) – The Library has begun the process of strategic planning with the first phase focusing on services/programming and marketing/publicity. This process will be in-depth using input from staff, the Board, patrons and the community. Strategic planning is necessary to keep the Library vital and relevant to the community.

Public Library Association (PLA) Conference – Carolyn Cottrell, Local History Department Supervisor, and Paige Williams, Director, will be attending the PLA Conference in Nashville, TN from February 26-28. This conference is focused solely on public libraries so we are looking forward to learning about new ideas and trends to use at PPL. Staff were excited to learn that the 2024 PLA Conference will be in Columbus, Ohio so many PPL staff will be able to attend.

New Business

On motion of Mr. Salmons, seconded by Mr. Schisler and unanimously carried, to excuse Mr. Ralph Clay and Mrs. Tamela Morton from the February 18, 2020 Board meeting is approved.

Public Comment

There being no further business, on motion duly made and seconded, adjournment was taken at 1:00 p.m.

Approved this 17th day of March, 2020.



Kara Tieman, President



Dr. Charles Kemp, Secretary Pro-Tem