

MINUTES OF THE TRUSTEES OF THE PORTSMOUTH PUBLIC LIBRARY
January 12, 2021

The Trustees of the Portsmouth Public Library met on this date at 12:39 p.m., via teleconference (YouTube Live). On roll call, the following members were present: Mrs. Tamela Morton – President of the Board; Mr. Ralph Clay – Secretary of the Board; Mrs. Kara Tieman – Board Member, Mr. Ryan Salmons – Board Member and Ms. Ruthann Brush – Board Member. Representing the library were Paige Williams – Director; Dylan Markins – Fiscal Officer; Hannah Robinson – Deputy Fiscal Officer and Terry Stevenson – Webmaster.

On motion of Mr. Salmons, seconded by Mr. Clay and unanimously carried, the minutes of the Personnel Committee Meeting, Materials & Equipment Committee Meeting and Regular Meeting – 12/15/20 are approved and ordered filed.

On motion of Mrs. Tieman, seconded by Ms. Brush, the December 2020 financial reports are approved, subject to audit. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes and Mr. Clay, yes.

On motion of Mrs. Tieman, seconded by Mr. Salmons, to approve the December 2020 bills in the amount of \$308,906.59 (Including Payroll). On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes and Mr. Clay, yes.

Audit, Budget & Expenditures

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

Property & Extension

It is noted that the Property & Extension Committee has nothing to report at this time.

Personnel

On motion of Mrs. Tieman, seconded by Mr. Salmons, to allow the Director to contact Vorys, Sater, Seymour and Pease LLP in Columbus, OH, if legal opinion is necessary, to clarify if libraries are included in the laws pertaining to sick leave in the Ohio Revised Code. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes and Mr. Clay, yes.

Materials & Equipment

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

Policy

On motion of Mr. Salmons, seconded by Mrs. Tieman and unanimously carried, the Board entered into executive session at 12:49 p.m. to discuss the Pandemic Crisis Policy.

On motion of Mr. Salmons, seconded by Mr. Clay and unanimously carried, the Board exited executive session at reconvened the Regular Board meeting at 1:00 p.m.

On motion of Mr. Clay, seconded by Mr. Salmons, to approve the Library's Pandemic Crisis Policy effective January 3, 2021 to March 31, 2021. This policy allows employees up to two weeks of pay if the employee is mandated to quarantine due to COVID-19 illness or exposure. The total hours paid will be dependent upon the amount of hours the specific employee typically works. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes and Mr. Clay, yes.

Report of the Director

On motion of Mrs. Tieman, seconded by Ms. Brush, to approve the Library's closure on Monday, February 15, 2021 (President's Day), as a paid holiday for staff, as staff will be unable to meet for training due to the COVID pandemic. Full-time staff will be paid 8 hours of Holiday pay and part-time staff will be paid 4 hours of Holiday pay. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes and Mr. Clay, yes.

Unfinished Business

The Fiscal Officer and Director evaluations are complete, but are still missing Board member signatures due to the pandemic.

New Business

On motion of Mrs. Tieman, seconded by Mr. Clay and unanimously carried, to excuse Mr. Richard Schisler and Dr. Charles Kemp from the January 12, 2021 Board meeting is approved.

Public Comment

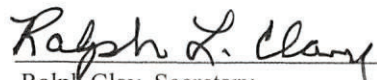
The Board did not receive any public comment.

There being no further business, on motion duly made and seconded, adjournment was taken at 1:12 p.m.

Approved this 23rd day of February, 2021.



Tamela Morton, President



Ralph Clay, Secretary