

MINUTES OF THE TRUSTEES OF THE PORTSMOUTH PUBLIC LIBRARY
May 21, 2019

The Trustees of the Portsmouth Public Library met on this date at 12:30 p.m. at the library. On roll call, the following members were present: Mr. Ryan Salmons – Vice-President of the Board; Mr. Ralph Clay – Board Secretary; Ms. Ruthann Brush – Board Member; Mr. Richard Schisler – Board Member and Dr. Charles Kemp – Board Member. Representing the library were Paige Williams – Director; Leah Jenkins – Fiscal Officer and Hannah Robinson – Deputy Fiscal Officer.

Mr. Ralph Clay was sworn in as a Board Member, through June 30, 2026, by reading and signing the Oath of Office at 12:35 p.m.

On motion of Mr. Schisler, seconded by Mr. Clay and unanimously carried, the minutes of the Regular Meeting – 04/16/19, are approved and ordered filed.

On motion of Mrs. Brush, seconded by Mr. Schisler, the April 2019 financial report is approved, subject to audit. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Mr. Clay, seconded by Ms. Brush, to approve the April 2019 bills in the amount of \$310,742.53. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Audit, Budget & Expenditures

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

Property & Extension

On motion of Ms. Brush, seconded by Mr. Schisler, to approve the Memorandum of Understanding between the Library and Stockmeister Enterprises, Inc. (SEI), written by Danielle Parker of the Scioto County Prosecutor's Office. The MOU is to address the issues the Library has had with stonework SEI adhered to the exterior of the South Webster Branch building. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Ms. Brush, seconded by Mr. Schisler, to enter into executive session at 12:37 p.m. for property discussion. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Ms. Brush, seconded by Dr. Kemp, to approve the hiring of an appraiser for the 508 Waller Street property, adjacent to the Portsmouth Library. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Ms. Brush, seconded by Mr. Clay, to exit executive session and reconvene the Regular meeting at 12:57 p.m. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Personnel

On motion of Mr. Clay, seconded by Mr. Schisler, to ratify the hiring of: Julia Huffman – Full-time Local History Associate, effective 5/13/19 @ \$11.64/hr – replaces Felicia Wetzig. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Mr. Clay, seconded by Dr. Kemp, to approve the Dental Insurance renewal with Superior Dental Care, continuing through 6/30/20 with no increase in premiums. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Materials & Equipment

On motion of Mr. Clay, seconded by Ms. Brush, to approve the Library's subscription to Hoopla, a digital media service free to patrons, with an initial deposit of \$12,000. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Policy

On motion of Mr. Schisler, seconded by Mr. Clay, to approve an increase to the borrowing limit of DVDs from 5 to 10 on adult cards and 2 to 5 on juvenile cards, as well as decreasing the overdue fines for DVDs from \$1.00 a day to \$0.50 a day. On roll call, the members voted as follows: Mr. Salmons, yes; Ms. Brush, yes; Mr. Clay, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Report of the Director

Library Levy Renewal (Informational) – The Scioto County Commissioners approved the first required resolution on April 23, 2019. The second resolution to request the Scioto County Board of Elections to add the levy to the ballot was approved on May 14, 2019. The Board of Elections will send the levy language to the Ohio Secretary of State for ballot language approval, and, once approved, the levy will officially be on the November ballot.

On motion of Mr. Clay, seconded by Mr. Schisler and unanimously carried, to approve the recess of Board meetings for July and August 2019.

Vacation (Informational) – The Director will be leaving for vacation on Friday, May 31 and return to the office on Tuesday, June 11. Linda Berry, Librarian-in-Charge, will be responsible for the system during the absence of the Director.

New Business


On motion of Mr. Clay, seconded by Mr. Schisler and unanimously carried, to excuse Mrs. Tamela Morton and Mrs. Kara Tieman from the May 21, 2019 Regular Board meeting is approved.

Public Comment

There being no further business, on motion duly made and seconded, adjournment was taken at 1:13 p.m.

Approved this 18th day of June, 2019.


Kara Tieman, President


Ralph Clay, Secretary