

MINUTES OF THE TRUSTEES OF THE PORTSMOUTH PUBLIC LIBRARY
October 15, 2019

The Trustees of the Portsmouth Public Library met on this date at 12:13 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; Mrs. Tamela Morton – Board Member; Mr. Richard Schisler – Board Member and Dr. Charles Kemp – Board Member. Representing the library were Paige Williams – Director, Dylan Markins – Fiscal Officer and Hannah Robinson – Deputy Fiscal Officer.

On motion of Dr. Kemp, seconded by Mr. Schisler and unanimously carried, the minutes of the Regular Meeting – 09/10/19 and Special Meeting – 09/25/19, are approved and ordered filed.

On motion of Mr. Salmons, seconded by Mrs. Morton, that the August & September 2019 financial reports are approved, subject to audit. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Mrs. Morton, seconded by Dr. Kemp, to approve the August 2019 bills in the amount of \$314,331.63 and September 2019 bills in the amount of \$290,475.52. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, 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

On motion of Mr. Schisler, seconded by Mr. Salmons, to approve the amendment of the South Webster project final payment to Stockmeister Enterprises, Inc. from \$30,440.68 to \$12,839.24. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Property Purchases (Informational) reported by Director – The property purchases for 508 Waller Street and 1202 Gallia Street are in the title search process. The closings for both properties should occur in November 2019.

On motion of Mr. Salmons, seconded by Dr. Kemp, to approve consulting Bricker & Eckler LLP law firm for a legal opinion request, to determine which process is best suited for the Main boiler system replacement project. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Mr. Schisler, yes and Dr. Kemp, yes.

Personnel

On motion of Mrs. Morton, seconded by Mr. Salmons, to ratify the hiring of: Noah Colley – Part-time New Boston Branch Clerk, effective 10/28/19 @ \$10.11/hr – replaces Leslie Gracie Billings. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Mrs. Morton, seconded by Mr. Salmons, to ratify the hiring of Larry Dylan Markins, effective 10/14/19, with a probationary period through 12/31/19. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Mr. Schisler, yes and Dr. Kemp, yes.

On motion of Mrs. Morton, seconded by Mr. Schisler and unanimously carried, to approve employee Cathy Hunter's request for a Leave of Absence, for a five-week extension past the time allowed under FMLA.

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

Levy Renewal (Informational) – The Library renewal levy will be on the November 5, 2019 ballot. The Library is releasing informational flyers in-house and at Outreach events, as well as posting on social media and the Library website.

New Business

On motion of Mrs. Morton, seconded by Mr. Salmons and unanimously carried, to excuse Ms. Ruthann Brush and Mr. Ralph Clay from the October 15, 2019 Board Meeting.

Public Comment

There being no further business, on motion duly made and seconded, adjournment was taken at 12:55 p.m.
Approved this 19th day of November, 2019.



Kara Tieman, President



Ralph Clay, Secretary