

**MINUTES OF THE SPECIAL MEETING
PORTSMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
January 12, 2021**

The Trustees of the Portsmouth Public Library met in a special meeting on this date at 12:14 p.m., via teleconference (YouTube Live), to discuss 2020 donations, 2020 refunds and reimbursements, 2020 miscellaneous revenue, transfers, adjustment of estimated revenue, 2020 amended certificate and closing the books for the year 2020. On roll call, the following members were present: Mrs. Kara Tieman – President of the Board; Mr. Ryan Salmons – Vice-President; Mr. Ralph Clay – Secretary of the Board; Mrs. Tamela Morton – 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 Mrs. Morton, seconded by Mr. Salmons, to accept the following donations from October 1 – December 31, 2020 in the amount of \$1,784.68, as well as total donations for 2020 in the amount of \$8,977.69:

From:	
Jason Winnick – Memorial Donation (William Ogg)	\$250.00
Lynn & Beverly Grimshaw – Memorial Donation (William Ogg)	\$100.00
Beverly Cain – Memorial Donation (Richard Weghorst)	\$50.00
Fred & Tammy Nelson – Memorial Donation (Richard Weghorst)	\$50.00
Girl Scouts Ohio Heartland – Memorial Donation (Richard Weghorst)	\$25.00
Scioto Co. Democratic Party – Memorial Donation (William Ogg)	\$50.00
Edward Hileman – Memorial Donation (William Ogg)	\$50.00
Christopher & Pamela Burris – Memorial Donation (Richard Weghorst)	\$25.00
Hoover Law Group – Memorial Donation (William Ogg)	\$100.00
Scioto Co. Recorder & Staff – Memorial Donation (William Ogg)	\$25.00
Kroger Community Rewards	\$559.68
<u>WSAZ Children's Charities</u>	<u>\$500.00</u>
Total	\$1,784.68

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. Morton, seconded by Mr. Clay, to accept the following refunds and reimbursements from October 1 – December 31, 2020 in the amount of \$36,698.69, as well as total refunds and reimbursements for 2020 in the amount of \$108,306.46:

From:	
PPL – Employee Share of Health Premiums	\$15,008.37
PPL – Employee Share of Health Premiums	\$6,983.04
PPL – Employee Share of Health Premiums	\$7,078.98
Ohio Bureau of Workers Comp – Employer Premium Refund	\$7,528.30
<u>ADP – Payroll Processing Refund</u>	<u>\$100.00</u>
Total	\$36,698.69

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 Mr. Salmons, seconded by Ms. Brush, to accept the following miscellaneous revenue from October 1 – December 31, 2020 in the amount of \$28,039.91:

From:	
<u>Ohio Bureau of Workers Comp – Employer Premium Dividend</u>	<u>\$28,039.91</u>
Total	\$28,039.91

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. Morton, seconded by Mr. Salmons, to approve the following transfer in the amount of \$20,000.00 for 2021 HRA costs:

From:	
U.S. Bank – General (3390)	\$20,000.00
To:	
U.S. Bank – HRA (4181)	\$20,000.00

On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes and Mr. Clay, yes.

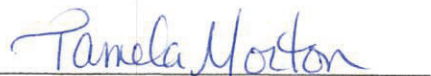
On motion of Mr. Salmons, seconded by Mrs. Morton, to adjust estimated revenue at the year end to actual revenue, as well as approval for request for 2020 Amended Certificate. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes and Mr. Clay, yes.

On motion of Mrs. Morton, seconded by Mr. Clay, to accept and close the books for 2020 year-end with an ending balance of \$5,533,036.25. 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 Mr. Salmons, seconded by Mr. Clay and unanimously carried, to excuse Mr. Richard Schisler and Dr. Charles Kemp from the January 12, 2021 Special Board meeting is approved.

There being no further business, on motion of Mrs. Morton and seconded by Ms. Brush, adjournment was taken at 12:23 p.m.

Approved this 23rd day of February, 2021.



Tamela Morton, President



Ralph Clay, Secretary