

MINUTES OF THE TRUSTEES OF THE SCIOTO COUNTY PUBLIC LIBRARY
February 21, 2023

The Trustees of the Scioto County Public Library met on this date at 12:00 p.m. On roll call, the following members were present: Dr. Charles Kemp – President of the Board; Mr. Ryan Salmons – Vice-President of the Board; Mrs. Kara Tieman – Secretary of the Board and Mrs. Jennifer Schackart – Board Member. Representing the library were Paige Williams – Director; Linda Berry – Deputy Director; Dylan Markins – Fiscal Officer and Keely Woloschek – Deputy Fiscal Officer. The following visitors were present: Joseph Horsley.

On motion of Mr. Salmons, seconded by Mrs. Schackart, the minutes of the Audit, Budget & Expenditure Committee Meeting, Special Meeting, Organizational Meeting and Regular Meeting – January 17, 2023, are approved and ordered filed. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

On motion of Mrs. Tieman, seconded by Mrs. Schackart, the January 2023 financial reports are approved, subject to audit. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

On motion of Mrs. Schackart, seconded by Mrs. Tieman, to approve the January 2023 bills in the amount of \$339,171.40 (Including Payroll) are approved. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

Audit, Budget & Expenditures

On motion of Mr. Salmons, seconded by Mrs. Schackart, to accept and appropriate a donation of \$250.00 from Desco Federal Credit Union into 101-00-5-2911 – *Supplies – Programs (Summer Reading)* for the purposes of Summer Reading. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

On motion of Mrs. Schackart, seconded by Mr. Salmons, to approve \$15 start-up money be held on the bookmobile for the purposes of making change for their permanent book sale. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

On motion of Mr. Salmons, seconded by Mrs. Schackart, to approve the Then and Now Payment. Electronic Check #0000002387 to Aetna Life Insurance Co. in the amount of \$58,121.51, dated 1/31/2023. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

Property & Extension

As all the Utility contracts for Electric and Natural Gas were not received prior to the Board meeting, the review and approval of the contracts will be tabled until the March meeting.

Personnel

On motion of Mrs. Tieman, seconded by Mr. Salmons, to ratify the hiring of: Madisyn Staggs – Full-time Branch Associate, effective 1/31/23 @ \$14.50/hr. – replaces Jean Seibert. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

On motion of Mrs. Tieman, seconded by Mrs. Schackart, to ratify the hiring of: Leah McCall – Full-time Outreach Services Associate, effective 2/21/23 @ \$14.50/hr. – open position. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

12-2023

Human Resources Coordinator (Informational) – The Director and Deputy Director met with the full leadership team individually to discuss the options for an HR Coordinator. The three options that were given were:

1. Full-time HR Coordinator
2. Part-time HR Coordinator
3. HR Coordinator responsibilities split between Dylan, Linda, Paige and Keely with the majority of work to be assigned to Dylan

All of those polled believe that a dedicated HR Coordinator whether FT or PT is best for the library system. They want the individual to have the expertise and knowledge with the dedication to only HR responsibilities. They are also concerned that adding additional duties to the core leadership team would be too much as the library continue to make major changes within the system and future plans such as the erosion project, the Annex and other activities.

The HR Coordinator position will be posted soon and the core leadership team will work on locating an office for this person.

Materials & Equipment

On motion of Mrs. Tieman, seconded by Mr. Salmons, to approve the purchase of the Dell Network Server Hardware Replacement with a total estimated cost not to exceed \$35,000.00. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

Policy

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

Report of the Director

Parenting Open House (Informational) – On Tuesday, February 28 from 3-6pm, the Portsmouth branch will offer a Family Fun Day! for families with children ages 12 and under. This event will showcase our new Parenting Collection, introduce our children's programming as well as having several community groups and organizations that focus on children and families participating. There will be free books and book bags for the children as well as a visit from the cartoon character Bluey.

Unfinished Business

There is no unfinished business to report.

New Business

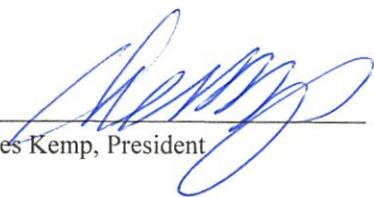
On motion of Mr. Salmons, seconded by Mrs. Tieman and unanimously carried, to excuse Ms. Ruthann Brush and Mrs. Tamela Morton from the February 21, 2023 Board meeting is approved.

Public Comment

John McHenry, Sharon Bender, John Lorentz, and Paul O'Neill all spoke on behalf of the Scioto County Heritage Museum in favor of partnering with the library in the hopes of housing their collection at Scioto County Public Library in the future.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:29 p.m.

Approved this 21st day of March, 2023.



Charles Kemp, President



Kara Tieman, Secretary