

MINUTES OF THE TRUSTEES OF THE SCIOTO COUNTY PUBLIC LIBRARY
June 27, 2023

The Trustees of the Scioto County Public Library met on this date at 12:56 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; Ms. Ruthann Brush – Board Member; and Mrs. Jennifer Schackart – Board Member. Representing the library were Paige Williams – Director; Linda Berry – Deputy Director; Dylan Markins – Fiscal Officer; Keely Woloschek – Deputy Fiscal Officer and Katie Williams – Marketing Manager. The following visitors were present: Joseph Horsley and Joan Roberts.

On motion of Mr. Salmons, seconded by Kara Tieman, the minutes of the Materials & Equipment Meeting and Regular Meeting – May 16, 2023, are approved and ordered filed. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

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

On motion of Ms. Brush, seconded by Mrs. Tieman, to approve the May 2023 bills in the amount of \$400,885.57 (Including Payroll) are approved. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

Audit, Budget & Expenditures

On motion of Mr. Salmons, seconded by Mrs. Tieman, to accept and appropriate a donation of \$3,000.00 from Southern Ohio Medical Center to *Programs (Summer Reading) – 101-00-5-2911* for the Summer Reading Program. 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. Tieman, to appropriate and transfer the following for the paving of the parking lots:

- \$14,000.00 in unappropriated funds into *101-00-5-9900 – Transfers*
- \$14,000.00 from *101-00-5-9900 – Transfers* to *401-00-4-9900 Transfers*
- \$14,000.00 in unappropriated funds into *401-00-5-5200 Land Improvements*

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

On motion of Mr. Salmons, seconded by Mrs. Schackart, to approve the following Estimated Revenue & Expenditures for 2024:

Scioto County Public Library 2024 Estimated Revenues & Appropriations

ALL FUNDS

<u>Estimated Revenue</u>		
101-00-4-1100	Public Library Fund (PLF)	3,230,000
101-00-4-1210	General Property Tax	1,095,000
101-00-4-3000s	Patron Fines & Fees	23,000
101-00-4-4000s	Interest	260,000
101-00-4-6000s	Contributions	15,000
101-00-4-8000s	Sale of Surplus, Rental & Reimbursements	150,000
TOTAL Estimated Receipts		\$ 4,773,000
<u>Appropriations</u>		
General Fund (101)		
101-00-5-1000s	Payroll & Benefits	\$ 3,537,000
101-00-5-2000s	General Operating Supplies	152,500
101-00-5-3000s	Utilities & Maintenance	585,500
101-00-5-4000s	Library Materials Expenses	295,500
101-00-5-5000s	Building & Equipment Expenses	150,000
101-00-5-7000s	Entity Dues & Memberships	15,000
101-00-5-9000s	Transfers	-
GRAND TOTAL FUND 101		\$ 4,735,500
<u>Appropriations</u>		
Building & Repair Fund (401)		
101-00-5-5000s	Building & Equipment Expenses	-
GRAND TOTAL FUND 401		\$ -
GRAND TOTAL ALL FUNDS		\$ 4,735,500

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

On motion of Mr. Salmons, seconded by Mrs. Tieman, to approve the Library expending \$2,000.00 for the purchase of books for the Books Build Bridges project. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

Property & Extension

On motion of Ms. Brush, seconded by Mr. Salmons, to approve Terracon’s plan overview for stabilizing Lucasville’s creek bank. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

On motion of Ms. Brush, seconded by Mrs. Tieman, to approve contacting the Library’s insurance company to submit a claim, or if insurance will not accept the claim, to select Ardent Exteriors to complete the roof repairs at a cost of up to \$30,000.00 for the Lucasville Library. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

Personnel

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

Materials & Equipment

On motion of Mrs. Tieman, seconded by Mr. Salmons, to approve the Library purchasing a new Stepvan Freightliner MT55 Bookmobile at a cost of \$473,530.00 from Farber Specialty Vehicles. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

On motion of Mrs. Tieman, seconded by Mrs. Schackart, to appropriate \$236,761.50 in unappropriated funds into 101-00-5-5710 – *Motor Vehicle Purchase* to be used as a 50% deposit on the purchase and production of the new Bookmobile. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

On motion of Mrs. Tieman, seconded by Ms. Brush, to approve the disposal of 12 paperback spinners and 2 chairs via donating to other non-profits or trashing. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

Policy

On motion of Mrs. Schackart, seconded by Mr. Salmons, to approve the Petitioning or Soliciting on Library Property Policy effective as of 6/27/23. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

Report of the Director

On motion of Mr. Salmons, seconded by Mrs. Tieman, to approve the Library applying for a Scioto Foundation Grant for funds to purchase books, art supplies and payment for an author visit for the Books Build Bridges project. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes; Ms. Brush, yes; Dr. Kemp, yes; and Mrs. Schackart, yes.

The Director reminded the Board that the July Meeting is recessed and the next board meeting will be on August 15, 2023.

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 Mrs. Tamela Morton from the June 27, 2023 Board meeting is approved.

Public Comment - None

There being no further business, on motion duly made and seconded, adjournment was taken at 1:06 p.m.

Approved this 29th day of August, 2023.



Charles Kemp, President



Kara Tieman, Secretary