

MINUTES OF THE TRUSTEES OF THE SCIOTO COUNTY PUBLIC LIBRARY
May 16, 2023

The Trustees of the Scioto County Public Library met on this date at 12:28 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; 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 Regular Meeting – April 18, 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 April 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 Mr. Salmons, seconded by Mrs. Tieman, to approve the April 2023 bills in the amount of \$320,407.48 (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. 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. Schackart, to appropriate \$20,000.00 in unappropriated funds into *101-00-5-2900 – Other Supplies*. 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 approve the opening of a new account with Star Ohio. 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 transferring the full balance (\$22,342.17) of the Besco bequest from WesBanco (3920) to the new Star Ohio account. 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 approve closing the WesBanco account that ends in 3920. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

Property & Extension

It is noted that the Property & Extension Committee has nothing to report at this time.

Personnel

Selecting a New Payroll Software Company (Informational) – The Fiscal Office visited a local company who provides payroll services, Reynolds & Company, to find out more information before making a final recommendation for a new provider. More research is being done to compare overall costs, functionality, and pricing for third-party time clock vendors and will be reported at a future Board meeting.

Materials & Equipment

On motion of Mrs. Tieman, seconded by Mr. Salmons, to approve up to \$25,000.00 for a replacement generator for the Bookmobile. 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 approve getting a quote from Farber Specialty Vehicle Inc. for a new Bookmobile. 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 Mr. Salmons, to approve the disposal of 15 paperback spinners through sale or giveaway to other Ohio public libraries. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

Policy

On motion of Mrs. Schackart, seconded by Mr. Salmons, to approve the updated Educator Card and Collection Policy with an effective date of 5/16/23. 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 updated Notary Policy effective as of 5/16/23. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

Report of the Director

Green Local School District Library branch inquiry (Informational) – I have gathered additional statistics for April 2023 and they are lower than last month. Due to the low attendance at both school and public stops during the last few years, I do not believe there is enough current support in Franklin Furnace to justify creating a branch there.

On motion of Mrs. Tieman, seconded by Mr. Salmons, to approve the recess of the July 2023 Board Meeting. On roll call, the members voted as follows: Mrs. Tieman, yes; Mr. Salmons, yes, Dr. Kemp, yes, and Mrs. Schackart, yes.

Unfinished Business

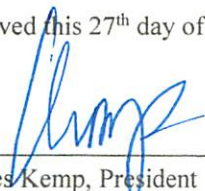
There is no unfinished business to report.

New Business

On motion of Mr. Salmons, seconded by Mrs. Tieman and unanimously carried, to excuse Mrs. Tamela Morton and Ms. Ruthann Brush from the May 16, 2023 Board meeting is approved.

Public Comment - None

There being no further business, on motion duly made and seconded, adjournment was taken at 12:55 p.m. Approved this 27th day of June, 2023.



Charles Kemp, President



Kara Tieman, Secretary