

PEMBERVILLE PUBLIC LIBRARY

BOARD OF TRUSTEES MINUTES

JANUARY 16, 2024

ROLL CALL: Members present were Mary Jo Bish, Ron Eckel, Steve Gross, Sharon Nigh, David St. Louis, John Selzer, and Amber Stark. Also present were Linda Biniker (Fiscal Officer), Ariel Jacobs (Director), and Laura King (Secretary).

SECRETARY'S MINUTES: Mary Jo made and David seconded a motion to approve the minutes. All ayes recorded.

FISCAL OFFICER'S STATEMENTS: The monthly allocation was Gross \$29,318.41 minus Woodlink \$1,525.83 for a Net of \$27,792.58. Mary Jo made and Steve seconded a motion to empower the Fiscal Officer to roll over the CD coming due for 9 months for the best rate available. All ayes recorded. David made and Sharon seconded a motion to transfer \$19,311.06 from General Other to Salaries PM \$16,500.00, OPERS \$900.00, Medicare \$15.00, Natural Gas PM \$69.03, Natural Gas SR \$14.32, Natural Gas LU \$141.88, Copy Machine \$875.00, AV Materials PM \$165.00 and Loan Interest \$630.83, and to accept general donations of \$46.15. All ayes recorded.

DIRECTORS REPORT: THE Policy Committee met and is focused on Public Participation, Collection Development, and Computer and Internet Policy. The Dolly Parton Imagination Library participation has increased 1 percent and addresses were cleaned up so that all books would be delivered.

OLD BUSINESS

LUCKY BUILDING: Parking lot lights have been installed. The stage railing has been repaired. Carpet squares should be repaired again this week.

OATH OF OFFICE: Mary Jo's oath of office was confirmed.

NEW BUSINESS

USAGE STATS FOR 2023: Some factors will be looked at to help understand the results.

VENDOR BREAKDOWN REPORT: There was a discussion of possible cost cutting measures in some area and guidelines of acceptable quotes.

FISCAL OFFICER'S POSITION: Linda will be retiring March 31, 2024. Steve made and Mary Jo seconded a motion to approve the job description as revised and to post it. All ayes recorded. Steve made and Amber seconded a motion to renew Linda's bond through March 31 at a cost of \$50. All ayes recorded. The selection committee appointed was Ariel, Linda, John, and Ron with Steve as alternate. Applications will be taken through January 31, 2024.

NEW LEASE/SERVICE AGREEMENT FOR COPY MACHINES: Sharon made and Ron seconded a motion to accept the Perry Pro Tech bid for 63 months at \$409.50 per month with both a black and white and color allowance. The old machine will be purchased by Perry Pro Tech. All ayes recorded.

LEVY 2024: There will be more discussion on this at the February meeting.

PROGRAMS:

Adult Third Thursday; Feb 15, 2 pm at PM

Cook Book Club; Feb 1, 6:30 pm at PM

Maker Mondays; Feb 12 and 26, noon- 6 pm at LU

Meet in the Middle; Feb 28, 4:30 pm at LU

Next Chapter Book Club; Feb 2, 10 am and Feb 15, 4:30 pm at PM

Portage River Readers; Feb 20, 7 pm at PM

Relatively Speaking; Feb 6, 1 pm at PM

Storytimes every Thurs, 11 am at PM

Sew What? Feb 20, 6 pm at SR

Tween Challenge; Feb 5, 6:30 at PM

ADJOURN TO EXECUTIVE SESSION: Steve made and Mary Jo seconded a motion to adjourn into Executive Session. All ayes recorded.

Respectfully submitted,



Laura King

Secretary

John Selzer

President



Pemberville Public Library

Board of Trustees

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BOARD OF TRUSTEES

EXECUTIVE SESSION

JANUARY 16, 2024

ROLL CALL: Members present were Mary Jo Bish, Ron Eckel, Steve Goss, Sharon Nigh, David St. Louis, John Selzer, and Amber Stark.

SALARY DETERMINATIONS: Steve made and David seconded a motion to increase salaries by 3 percent except the Director's salary which be determined at her evaluation and pages whose pay will be increased to \$10.45 per hour. All Ayes recorded.

ADJOURN: Ron made and Amber seconded a motion to adjourn. All ayes recorded.

ANNOUNCEMENTS: There is a book and magazine sale in January at PM.

NEXT MEETING: February 20, 2024 at 4:30 pm at Pemberville.

Respectfully submitted,



Laura King

Secretary

John Selzer

President



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