

Record of Proceedings
Adams County Public Library
Manchester Public Library
Board of Trustees Regular Meeting
May 9, 2018

The Adams County Public Library Board of Trustees met on May 9, 2018, at 5:30 p.m. for their regular meeting at the Manchester Public Library.

Phil Rhonemus called the meeting to order. Members present were Doug McClellan, Linda Worley, Josie Winterhalter, David Hook, and Phil Rhonemus. Others present were Director, Nick Slone and Fiscal Officer, Amy Werring.

Danny Grooms and Linda Stepp were excused.

Minutes of the previous Board of Trustees regular meeting were reviewed and discussed. **Motion #1** made by David Hook, seconded by Doug McClellan **to approve the minutes of the regular meeting held April 11, 2018.** Motion carried. All yeas.

Report of Fiscal Officer

The financial reports submitted by the Fiscal Officer were reviewed and discussed. **Motion #2** made by Doug McClellan, seconded by Josie Winterhalter **to accept the financial reports of the Fiscal Officer and approve the payment of bills.** Motion carried. All yeas.

Motion #3 made by Josie Winterhalter, seconded Linda Worley **to keep the maturing CD at First State Bank for 18 months at 2%.** Motion carried. All yeas.

Report of Executive Director

The monthly library reports submitted by the Executive Director were reviewed and discussed. **Motion #4** made by Linda Worley, seconded by David Hook **to accept donations, and acknowledge volunteer services, and to approve library support group activities as requested.** Motion carried. All yeas.

Old Business

Nick provided updates on the disaster/emergency response plan. A basic one will be in place by the beginning of summer reading. The full version will be in place within the year.

Nick advised the next board member to need reappointment is Linda Stepp. **Motion #5** made by Josie Winterhalter, seconded by Doug McClellan **to recommend the**

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reappointment of Linda Stepp, by the Adams County Commissioners, to the Adams County Public Library Board. Motion carried. All yeas.

The Summer Food Service program is progressing and will, possibly, include the weekend meal program.

The Records Retention Policy was approved by the Ohio History Connection and the State Auditor's office.

Motion #6 made by Linda Worley, seconded by Josie Winterhalter **to approve the cancelation of the regular July meeting due to the scheduling conflict of the Adams County Fair.** Motion carried. All yeas.

Motion #7 made by David Hook, seconded by Doug McClellan **to approve the pursuit of the Guiding Ohio Online grant application for 2018-19 year.** Motion carried. All yeas.

Motion #8 made by Linda Worley, seconded by Josie Winterhalter **to approve the renewal and payment of \$13,076.00 for the yearly property insurance.** Motion carried. All yeas.

Motion #9 made by Josie Winterhalter, seconded by Doug McClellan **to renew the Depository Agreement with First State Bank.** Motion carried. All yeas.

6:25 p.m. **Motion #10** made by Linda Worley, seconded by David Hook **to enter into executive session to discuss a personnel issue. Roll Call – Josie Winterhalter - yea, Phil Rhonemus - yea, Doug McClellan – yea, Linda Worley – yea, David Hook – yea.**

6:40 p.m. Reconvene in regular session.

Adjournment

The meeting was adjourned to meet in regular session at the North Adams Public Library on Wednesday, June 13, 2018 at 5:30 pm.

Secretary

President