

Record of Proceedings
Adams County Public Library
West Union Public Library
Board of Trustees Regular Meeting
August 8, 2018

The Adams County Public Library Board of Trustees met on August 8, 2018, at 5:30 p.m. for their regular meeting at the West Union Public Library.

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

Minutes of the previous Board of Trustees regular meeting were reviewed and discussed. **Motion #1** made by Linda Stepp, seconded by Josie Winterhalter **to approve the minutes of the regular meeting held June 13, 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 David Hook, seconded by Linda Worley **to accept the financial reports of the Fiscal Officer and approve the payment of bills.** Motion carried. All yeas.

Report of Executive Director

The monthly library reports submitted by the Executive Director were reviewed and discussed. **Motion #3** made by David Hook, seconded by Doug McClellan **to accept donations, and acknowledge volunteer services, and to approve library support group activities as requested.** Motion carried. All yeas.

Old Business.

We have received notice that we've moved on to the full grant application stage for the ARC grant.

The board discussed our dress code policy and suggested a conversation with staff.

The ACPL has signed an MOU with OhioMeansJobs effective 8-1-18.

The Governor has signed the credit card legislation. It becomes effective later in the fall. This will affect our policy and will need to be discussed.

Record of Proceedings

New Business

ACPL has been approached about installing cameras at our Manchester branch. The board is interested in more information and cost as applicable to all locations.

Nick presented a first draft of a new organizational chart for the board to discuss. He will add new job descriptions and clarify some of the hierarchy for next meeting.

Executive Session

6:49 p.m. Motion #4 made by Josie Winterhalter, seconded by Linda Stepp **to enter into executive session to discuss personnel. Roll Call – Josie Winterhalter - yea, Phil Rhonemus - yea, Doug McClellan – yea. Linda Stepp – yea, Linda Worley – yea, David Hook – yea, Danny Grooms - yea.**

6:55 p.m. Reconvened in regular session

Motion #5 made by Linda Stepp, seconded by Doug McClellan to approve an unpaid leave of absence for Ginger Breitenbach July 6 through July 21, 2018. Motion carried. All yeas.

Motion #6 made by Josie Winterhalter, seconded by Danny Grooms to accept the retirement of Peggy McCartney, effective July 31, 2018. Motion carried. All yeas.

Motion #7 made by Linda Worley, seconded by David Hook to approve supplemental assignment of Anna Young as Manchester Library Team Leader, at a supplemental salary of \$1,800 per year, effective August 1, 2018. Motion carried. All yeas.

Motion #8 made by Doug McClellan, seconded by Linda Stepp to approve change of assignment for Holly Schumacher to part-time Library Clerk Level 1, at Manchester Library, at \$8.80 per hour, 29 hours per week, effective August 1, 2018. Motion carried. All yeas.

Motion #9 made by Linda Stepp, seconded by David Hook to approve hiring Diana Aston as part-time Library Page, with no fixed assignment, effective August 6, 2018, at \$8.30 per hour. Motion carried. All yeas.

Adjournment

The meeting was adjourned to meet in regular session at the Manchester Public Library on Wednesday, September 12, 2018 at 5:30 pm.

Secretary

President