

## Record of Proceedings

**Adams County Public Library  
Peebles Public Library  
Board of Trustees Regular Meeting  
November 14, 2018– 5:30 p.m.**

The Adams County Public Library Board of Trustees met on November 14, 2018, at 5:30 p.m. for their regular meeting at the Peebles Public Library.

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

Linda Stepp was excused.

Minutes of the previous Board of Trustees meeting were reviewed and discussed.

**Motion #1** made by Linda Worley, seconded by Josie Winterhalter **to approve the minutes of the regular meeting held October 10, 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 Danny Grooms **that The Board of Trustees adopts the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor.** Roll call Phil Rhonemus-yea, Linda Worley-yea, Doug McClellan-yea, Josie Winterhalter-yea, Danny Grooms-yea, and David Hook-yea.

**Motion #3** made by Josie Winterhalter, seconded by David Hook **to accept the financial reports of the Fiscal Officer and approve the payment of bills.** Motion carried. All yeas.

The Nominating Committee of the ACPL Board of Trustees will include Linda Worley (Chair), Josie Winterhalter and Danny Grooms. They will have officer nominations for the December meeting.

### **Report of Executive Director**

The monthly library reports submitted by the Executive Director were reviewed and discussed.

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**Motion #4** made by Doug McClellan and seconded by Linda Worley **to accept the estimate from Calvin Daniels for an air conditioning unit for the server closet at Peebles for \$2930.00.** Motion carried. All yeas

**Motion #5** made by Doug McClellan, seconded by Josie Winterhalter **to accept donations, acknowledge volunteer services, and to approve library support group activities as requested.** Motion carried. All yeas.

### Old Business

Nick advised the board that the Wifi is shut off at all locations from 10 p.m. – 5 a.m. He continued with updates on the Outreach program, the ebook program and the camera installation. The library is working with the Arts Council to arrange a poetry after-hours event featuring the work of Aralee Strange.

**Motion #6** made by Danny Grooms, seconded by David Hook **to approve the Adams County Public Library's official holidays for 2019 listed in Section 1.210 in the Library Handbook.** Motion carried. All yeas.

**Motion #7** made by Doug McClellan, seconded by Linda Worley **to approve the closing of all branches until 2:00 p.m. on December 4, 2018 for staff development.** Motion carried. All yeas

### New Business

The Board will evaluate the Executive Director and Fiscal Officer positions in 2019.

**Motion #8** made by Josie Winterhalter, seconded by Danny Grooms **to approve the employee medical insurance plan (United Health Care Gold) of which the library portion will continue to be 88% effective December 1, 2018 as recommended by the executive director.** Motion carried. All yeas.

6:40 p.m. **Motion #9** made by Linda Worley, seconded by David Hook, **to enter into Executive Session to discuss the employment and compensation of employees.** Roll call Josie Winterhalter-yea, Linda Worley-yea, Doug McClellan-yea, Phil Rhonemus-yea, Danny Grooms-yea, and David Hook-yea.

6:43 p.m. Reconvened in regular session.

**Motion #10** made by David Hook, seconded by Doug McClellan, **to approve the change of assignment for Jessica Dooley to Access Service Coordinator and**

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**Natosha Massie to Enrichment Services Coordinator, at the same salary, effective November 14, 2018.** Motion carried. All yeas

**Motion #11** made by Danny Grooms, seconded by Josie Winterhalter, **to accept the resignation of Diana Aston, effective October 19, 2018.** Motion carried. All yeas

**Motion #12** made by Doug McClellan, seconded by Linda Worley **to approve hiring Destiny Vanderpool as part-time Library Page with no fixed assignment, at \$8.30 per hour, effective October 29, 2018.** Motion carried. All yeas

**Motion #13** made by Josie Winterhalter, seconded by Danny Grooms **to approve a one-time pay increase for current employees equal to 5% of wages paid Jan 7, 2018 through Nov 10, 2018.** Motion carried. All yeas.

### Adjournment

The meeting was adjourned to meet in regular session at the West Union Public Library on December 12, 2018.

**Secretary**

**President**