

Record of Proceedings

**Adams County Public Library
Manchester Public Library
Board of Trustees Regular Meeting
May 8, 2019 – 5:30 p.m.**

The Adams County Public Library Board of Trustees met on May 8, 2019, 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, David Hook, Josie Winterhalter and Linda Stepp. Others present were Executive Director Nicholas Slone and Fiscal Officer Amy Werring.

Linda Worley and Danny Grooms were excused.

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

Motion #1 made by Linda Stepp, seconded by Doug McClellan **to approve the minutes of the regular meeting held April 10, 2019.** Motion carried. All yeas.

Report of Fiscal Officer

Motion #2 made by Doug McClellan, seconded by David Hook **to renew and pay the annual property and liability insurance in the amount of \$13453.00.** Motion carried. All yeas.

The financial reports submitted by the Fiscal Officer were reviewed and discussed.

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

Report of Executive Director

Motion #4 made by Linda Stepp, seconded by David Hook **to accept with regret and gratitude the retirement of Deputy Fiscal Officer, Robyn Ritz, effective May 31, 2019.** Motion carried. All yeas There will be a public reception for Robyn on May 30 from 4:30 – 6:30 pm at Peebles Public Library.

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

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.

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Old Business

Nick provided the update of the library's partnership with ABCAP for the Summer Food program. ABCAP will provide shelf-stable meals on Wednesdays, Thursdays and Fridays. Fridays will include the distribution of weekend packs. The library will provide snacks on Mondays and Tuesdays.

Tara has taken digital images of the bricks in front of the West Union Public Library. The library will contact the Friends of the West Union Library to locate the master file.

Nick provided updates to the following:

- Legislation has been introduced that maintains the PLF at 1.68%.
- Outreach will be getting a satellite phone.
- North Adams Friends helped facilitate additional sidewalks.
- Peebles Magazine Club is providing reimbursement for a bench at ACP.
- Daniel's completed the Peebles furnace and a/c unit installation.

Motion #6 made by Linda Stepp, seconded by Josie Winterhalter, **to approve the Guiding Ohio Online grant application and to provide the matching funds of \$5125.00.** Motion carried. All yeas.

6:09 p.m. **Motion #7** made by Doug McClellan, seconded by David Hook, **to enter into Executive Session to discuss security arrangements and the employment and compensation of employees.** Roll call Doug McClellan-yea, Phil Rhonemus-yea, David Hook-yea, Josie Winterhalter-yea, and Linda Stepp-yea.

6:15 p.m. Reconvened in regular session.

Motion #8 made by Linda Stepp, seconded by Josie Winterhalter, **to appoint Tara Dryden as Deputy Fiscal Officer at the pay rate of \$14.41 per hour, to approve the library obtain bond in the amount of \$100,000.00 for Tara, to approve the supplemental assignment of Sherry Thompson as Public Services Team Leader at Peebles Public Library, and to change Eugenia Gordley's FTE assignment to .40, all effective June 1, 2019.** Motion carried. All yeas.

Adjournment

The meeting was adjourned to meet in regular session at the North Adams Public Library on June 12, 2019.

Secretary

President