

Guernsey County District Public Library

Board of Trustees Regular Meeting

December 10, 2020

The Board of Trustees of the Guernsey County District Public Library met in regular session December 10, 2020, at the Crossroads Branch.

Trustees present:

Jay Jackson in person

Sheila Ellenberger, Kathy Warhola, Judy Simcox, and Matt Motes via teleconference.

Library employees present:

Michael Limer and Jennifer Jacobs in person

Mr. Limer, Director, called the meeting to order at 5:01 p.m.

Mr. Jackson was reappointed by the Common Pleas Judge for another term, now expiring September 21, 2027. He was sworn in by Jennifer Jacobs as she is a Notary Public commissioned in Ohio.

Review and Approval of Minutes

Dr. Ellenberger made a motion to approve the minutes for the regular meeting held on November 12, 2020. Mr. Jackson seconded the motion. A roll call vote was taken: Dr. Ellenberger – yes; Mrs. Warhola – yes; Mrs. Simcox – yes; Mr. Jackson – yes; Mr. Motes – yes.

Financial Report

The financial report was previously provided in the board packet.

We received the following gifts:

BE IT RESOLVED, that the Board of Trustees accept the following gifts:

1. Catherine Workman donated \$20.00
2. Katherine Bess donated \$50.00 to purchase books in memory of Howard Wilson
3. The Guernsey County Friends of the Library donated \$2000.00 for the bookmobile

Mrs. Simcox made a motion to accept the financial report and gifts as presented in the board packet. Mrs. Warhola seconded the motion. A roll call vote was taken: Dr. Ellenberger – yes; Mrs. Warhola – yes; Mrs. Simcox – yes; Mr. Jackson – yes; Mr. Motes – yes.

New Business

Mr. Jackson made a motion to approve the temporary appropriations as presented in the board packet. Mrs. Simcox seconded the motion. A roll call vote was taken: Dr. Ellenberger – yes; Mrs. Warhola – yes; Mrs. Simcox – yes; Mr. Jackson – yes; Mr. Motes – yes.

Old Business

Mr. Limer reported that he will begin interviews for the assistant director’s position. These will initially be held via Zoom.

Executive Session

Dr. Ellenberger made a motion to enter into executive session to consider the compensation of a public employee. Mr. Motes seconded the motion. A roll call vote was taken: Dr. Ellenberger – yes; Mrs. Warhola – yes; Mrs. Simcox – yes; Mr. Jackson – yes; Mr. Motes – yes. The Board entered into executive session at 5:08 p.m.

The Board returned to regular session at 5:44 p.m. Mr. Motes made a motion to increase the salaries of the administrative staff for calendar year 2021 as follows:

Mrs. Jacobs - \$1.00

Mrs. King – 2.5%

Mr. Kinsey – 2.5%

Mr. Limer – 3.5%

Dr. Ellenberger seconded the motion. A roll call vote was taken: Dr. Ellenberger – yes; Mrs. Warhola – yes; Mrs. Simcox – yes; Mr. Jackson – yes; Mr. Motes – yes.

Mr. Motes made a motion to grant Mr. Limer the authority to pay for any calamity days if the library should shut down, if necessary, until the next board meeting on January 14, 2021.

Dr. Ellenberger seconded the motion. A roll call vote was taken: Dr. Ellenberger – yes; Mrs. Warhola – yes; Mrs. Simcox – yes; Mr. Jackson – yes; Mr. Motes – yes.

Mr. Limer will be looking into whether or not leasing public land needs to go through the bidding process.

The Board was presented with a letter from Judge Nicholson thanking Lori Mitchell for her help in assisting him with finding information in the Finley Room.

Mr. Limer reported that Guernsey County is approaching “purple” status as related to the state’s advisory system. He will continue to monitor the situation and make decisions as necessary.

Adjournment

Mr. Motes moved to adjourn. Mr. Jackson seconded the motion.

The meeting adjourned at 5:50 p.m.

The next meeting is scheduled for January 14, 2021, at the Crossroads Branch, immediately following the annual Organizational Meeting at 5:00 p.m.

President

Secretary