

Guernsey County District Public Library

Board of Trustees Regular Meeting

September 10, 2020

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

Trustees present:

Stephanie Laube and Cathy Koscoe in person

Sheila Ellenberger, Judy Simcox and Kathy Warhola via teleconference.

Library employees present:

Michael Limer and Jennifer Jacobs in person

Mr. Limer, Director, called the meeting to order at 5:04 p.m.

Review and Approval of Minutes

Dr. Ellenberger made a motion to approve the minutes for the regular meeting held on August 13, 2020. Mrs. Laube seconded the motion. A roll call vote was taken:

Dr. Ellenberger – yes; Mrs. Laube – yes; Mrs. Warhola – yes; Mrs. Simcox – yes, Mrs. Koscoe – yes.

Financial Report

Mrs. Jacobs presented the financial report.

We received the following gift:

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

- \$25.00 from the Cambridge Quilting Sisters in memory of Kathryn Ann Armbruster

Mrs. Laube made a motion to accept the financial report and gift. Mrs. Koscoe seconded the motion. A roll call vote was taken: Dr. Ellenberger – yes; Mrs. Laube – yes;

Mrs. Warhola – yes; Mrs. Simcox – yes, Mrs. Koscoe - yes.

New Business

Mrs. Jacobs reported that a recommendation from our financial audit was to establish an audit committee. Mrs. Koscoe volunteered to be on the committee, which will comprise of Mr. Limer, Mrs. Koscoe and Mrs. Jacobs.

In past years, the Board has always met once a year at the other branches. It was decided to continue this practice. The Board will meet Downtown in October and Byesville in November.

Mr. Jackson's appointment as trustee will expire on September 21, 2020. Mrs. Koscoe will contact him to see if he wishes to extend his appointment. Board members will reach out to potential candidates in the event Mr. Jackson does not wish to continue as trustee.

Administrative reports were previously provided by email.

Old Business

Mrs. Jacobs reported that we received \$10,000.00 from Property Row for the easement.

Mr. Limer reported that Katherine Grewell was offered the new administrative position. She will begin at the end of September and then take 10 weeks unpaid maternity leave starting at the end of October. Dr. Ellenberger made a motion to hire Katherine Grewell in the position of User Procurement Coordinator at a salary of \$39,000.00 per year. Mrs. Laube seconded the motion. A roll call vote was taken: Dr. Ellenberger – yes; Mrs. Laube – yes; Mrs. Warhola – yes; Mrs. Simcox – yes, Mrs. Koscoe - yes.

Mr. Limer provided the Board with a price list regarding the total costs of drones and the combination Chromebooks with hotspots that are now available.

Adjournment

Mrs. Laube moved to adjourn. Mrs. Koscoe seconded the motion. The meeting adjourned at 5:28 p.m.

The next meeting is scheduled for October 8, 2020, at 5:00 p.m. at the Downtown Branch.

President

Secretary