

Guernsey County District Public Library
Board of Trustees Regular Meeting
January 24, 2023

The Board of Trustees of the Guernsey County District Public Library met in regular session at 5pm on January 24, 2023, at the Crossroads Branch.

Trustees present:

Kathy Warhola, Judy Simcox, Sheila Ellenberger, Deborah Cunningham and Carla Smith.

Trustees absent were Stephanie Laube and Cathy Koscoe

Library employees present:

Michael Limer, Ada Myers and Jennifer Jacobs

There was one guest present.

Vice President, Ellenberger called the meeting to order at 5:08 p.m.

No public participation.

Review and Approval of Minutes

January regular meeting minutes were reviewed and approved with an addendum that states "The library board approved the December 2022 meeting minutes with this addition: at the December 20, 2022, meeting the board recommended a pay increase range for the administrative staff of 6.5% - 9% for 2023 at the discretion of the evaluator. The Percentage increase was based on the social security cost of living increase for 2023 "

An oral roll call was done with all in attendance approving the addendum.

Financial Report

The December financial report was presented by Jacobs. She reported there were 2 donations to the Finley room.

Simcos motioned to approve, Smith seconded the motion.

New Business - none

Old Business

Byesville project – Director Limer gave the board an update on the Byesville project. January 14th was the last day Byesville branch was open to the public. Movers started on January 24th to pack. All books and other materials will be stored at the SEO library in Caldwell Ohio. Friday January 27 the keys will be given to Stanley Miller Construction. The last date for the project to be completed is Thanksgiving of 2023.

Byesville library staff are working in other library branches. Jody is at Crossroads in the children's department. Ally is working at the Main library in downtown Cambridge.

Byesville Storytime will continue in Byesville at a local church during construction.

Director's Report

Evaluations: Assistant Director Ada Myers has begun staff evaluations. There is a staff day Friday January 27th to review the forms and have Q &A. She plans to complete the evaluations during the 1st two weeks in February. Library will be closed ½ day on staff day and will open at 1pm.

Wetland mitigation continues to, slowly, move forward. Director Limer plans to meet with state officials and Alicia Amato from the Rotary Club of Cambridge to plan for this project.

Lindsey Zacharias started this month as outreach & marketing coordinator. Shawna Parks & Director Limer have created a new schedule for the Bookmobile. They will be at the Food Pantry east of Cambridge instead of 360 Burger parking lot. They also plan to be at Secrest Elementary in Senecaville, the Great Guernsey Trail and the Mennonite school near Antrim.

The bookmobile dashboard had an error message during the Cambridge Holiday parade. Director Limer has scheduled maintenance in Canton the last week of March.

The Village of Byesville would like the library to help with an Appalachian grant that they are writing.

Executive Session:

Board entered executive session at 6:54 pm to discuss Compensation of Public employees and Collective Bargaining. They exited executive session at 7:09pm. Kathy Warhola made a motion and Judy Simcox seconded that “we recommend a 9% raise for Fiscal officer Jennifer Jacobs, also an 8% raise for Director Michael Limer, Assistant Director Ada Myers and Children’s Librarian Lauren Burris. A roll call was performed, and the motion was unanimously passed.

Business too late for the agenda

Director Limer requested a motion regarding disposal of equipment from the Byesville library during construction. Carla Smith made the motion “the equipment at the Byesville Library may be disposed of at the discretion of Director Limer”. Judy Simcox 2nd the motion. It passed unanimously.

Adjournment

Kathy Warhola made the motion to adjourn at 7:14. Sheila Ellenberger 2nd the motion.

The next meeting is scheduled for February 28th, at the Crossroads Branch at 5:00 p.m.

President

Secretary