

Guernsey County District Public Library  
Board of Trustees Regular Meeting  
May 2, 2024

The Board of Trustees of the Guernsey County District Public Library met in regular session at 2pm on May 2, 2024 at the Crossroads Branch.

**Roll Call/Trustees present:**

Sheila Ellenberger, Deborah Cunningham, Carla Smith, Cathy Koscoe, Kathy Warhola, Melissa Dyer and Stephanie Laube. Quorum established.

**Library employees present:**

Michael Limer, Ada Myers, Jennifer Jacobs, Lauren Burriss and Kristina Hall

President, Dr. Ellenberger called for the meeting to come to order at 2:00pm

There was no public participation

**Review and approval of meeting minutes**

After noting the correct time for the start of the April meeting as 2pm. The Board approved, with time correction, the April 4, 2024 Regular Meeting Minutes with a motion by Dyer, second by Koscoe – motion carried.

**Financial Reports**

Financial officer Jacobs presented the financial report and gifts received. Jacobs noted that the mini audit is in process, final payment for renovations was submitted and digital photos were received. Warhola motioned to approve the financials and accept gifts, Cunningham seconded and motion carried.

**New Business**

Approval of New Hires: Limer introduced Kristina Hall and asked for a motion to approve Kristina Hall as the full-time Outreach and Marketing Coordinator as a rate of \$19 per hour. Laube motioned to accept Kristina Hall as the full-time Outreach and Marketing Coordinator as a rate of \$19 per hour; Smith seconded and motion carried.

June Board Meeting Location: The location for the June board meeting was established as the Byesville Branch at 2pm on June 6, 2024.

Legal Substance: Jacobs shared current information on the marijuana law(s) currently taking effect and employer rights/responsibilities. There is still much ambiguity around everything. Possible wording to be added to employment contracts could be “despite the change in Ohio Law, we do not allow use on or off the clock of marijuana”. Jacobs will continue to monitor the situation and also talk with our county prosecutor.

**Old Business**

No old business.

**Marketing & Outreach Report**

Hall presented her report (see attached). The board welcomed Hall and thanked her for her report.

### **Youth Services Report**

Burris shared her report with the board (see attached). Of note, summer reading will be slightly different at each branch this year.

### **Assistant Director Report**

Myers shared her report with the board (see attached).

### **Director's Report**

Limer provided his director's report (see attached).

Byesville – furniture is in. Looking at extending gutters.

Broadband Ohio – working with the CIC and others on a strategic plan on how to bring this to our area.

Memory Kits – Area Agency on Aging has provided 3 different memory kits to the library for people with dementia. The kits are for those with early, middle and advanced dementia.

Purchases – after reviewing options and costs, Limer chose to continue with the cameras we currently have and purchase adaptors for them so they can be used. Limer shared information on a microfilm scanner with a cost of \$11,000. After discussion, it was determined with a motion from Warhola, second by Smith and carrying motion to purchase said scanner.

Baby Bags continue to be provided to the local hospital.

State Librarian – abruptly resigned. A search is currently happening for a replacement.

April Circulation – stats show that they are back to pre-Covid numbers.

Book Service – books are arriving quicker and the service seems to have improved.

### **Executive Session**

With a motion from Warhola, second by Cunningham and roll call the board went into executive session at 3:12pm to discuss employee compensation. Board came out of executive session at 3:31pm. Laube had to leave the meeting because of another obligation.

### **Business Too Late for the Agenda**

Smith motioned to reimburse Myers for spring semester 2024, Warhola seconded – motion carried.

Smith motioned to reimburse Jacobs for classes pertaining to Human Resources spring semester 2024, Koscoe seconded – motion carried.

The board adjourned at 3:45pm.

The next meeting is scheduled for June 6 @ 2:00pm at Byesville.

Respectfully submitted:

Stephanie Laube  
Secretary