

Guernsey County District Public Library
Board of Trustees Regular Meeting
May 23, 2023

The Board of Trustees of the Guernsey County District Public Library met in regular session at 5pm on May 23, 2023, at the Crossroads Branch.

Trustees present:

Sheila Ellenberger, Deborah Cunningham, Carla Smith, Cathy Koscoe, Jo Sexton and Stephanie Laube

Library employees present:

Michael Limer, Ada Myers, Lauren Burris and Jennifer Jacobs

There was one guest present.

President, Ellenberger called the meeting to order at 5:00pm.

No public participation.

Review and Approval April 25 Regular Meeting Minutes

April meeting minutes were reviewed and approved as presented with a motion by Koscoe and 2nd by Smith.

Financial Report

Financials were presented by Jacobs. Of note: PLF is shrinking. April expenses were more than revenue – expected because of the renovations. Two library employees were reappraised as Notaries. Laube motioned to approve the financial. Cunningham seconded and motion carried.

New Business

Common Pleas MOU:

MOU letter attached. Laube motioned to extend the MOU with the GC Common Pleas Court to permit the court to use the Crossroads Library facilities in the event of an emergency or disaster that renders the courthouse unusable. Smith seconded and motion carried.

New Positions:

Substitute Library Assistant and Youth Services Associate position descriptions attached. Sexton motioned to approve the Substitute Library Assistant position effective 5/1/23 at a rate of \$12.10 hourly with accumulated sick pay (see attached) and the Youth Services Associate (full time) position effective 4/2/23 at a rate of \$15 hourly with all available benefits (see attached). Koscoe seconded and motion carried.

Disciplinary Policy:

Myers reviewed the attached Policy. Koscoe motioned to accept the Policy as written. Cunningham seconded and motion carried.

Old Business

None

Youth Services Coordinator Report

Burris presented a thorough review of her attached report. Discussion took place around all the new events and activities.

Director's Report

Legislative Day/Ohio Biennial Budget – Myers & Limer attended. No surprises. Meetings went well.

Byesville – everything is moving along and on track.

Contract Finalization – Finalized and filed with the State Board on May 11.

US Fish & Wildlife/Rotary – not much movement.

Center for Business Innovation – similar to a business incubator. This will be located in Byesville. The library has been contacted to be involved – not sure in what capacity.

BroadBand Ohio/Buckeye Hills Regional Council – the library hosted BroadBand and will host Buckeye Hills Regional Council on June 8.

Appalachian Community Grant – working with the Muskingum County Library Director on a grant. If approved, it could mean help with some of our building repairs/updates, etc.

Executive Session

The Board moved into executive session to discuss Personnel (Compensation) at 6:06pm by a motion from Smith, second by Sexton and roll call. Board came out of executive session at 6:33pm.

No action taken. A special meeting was scheduled for June 6 at 1:00pm.

Business too late for the Agenda

Zacharias turned in her resignation effective June 1, 2023. A going away party will be held for her at 5:30pm on Wednesday.

Adjournment

Laube made a motion to adjourn. Cunningham seconded and the meeting adjourned at 6:45 p.m.

The next regular meeting is scheduled for June 27, at Crossroads at 5:00 p.m.

President

Secretary