

Perry Cook Memorial Public Library  
Board of Trustees Meeting  
September 10, 2024

1. Call to Order

Meeting was called to order by Mary Roush at 7:00 pm. Roll call was taken and present were Mary Jobe, vice president, Annie Fraizer, secretary, and board members Michelle Fidler. Paul Sipes, Travis Dean and Julie Rhea were absent at roll call. Nicole Meyers, fiscal officer, was present. Jennifer Gliebe, director, was present.

2. Minutes

2.1 Regular August 13, 2024

Time was provided for those present to review the August 2024 minutes. Mary J made a motion to accept the minutes with chart of wage increases with the exception of notation of a salary increase for Jen, \$1900 biweekly. Michelle seconded. All voted in favor.

3. Director's Report:

Time was provided for those present to review the Director's Report. Highlights discussed as follows:

- a.) Jen noted the awning on the van blew off during a pop-up storm at the fair, Jen has discussed this with insurance for repairs to be made. Library attendance was noted to be increased in August 2024 over August 2023.
- b.) Christine McClelland wants to devote 5 hours of her 15-hour workweek to her organizing programs. Jen supported this change moving forward.
- c.) LSTA grants are open and Jen has plans to apply. ODNR Wildlife Grant rep contacted Jen to say they just now found our application from last spring and that we definitely qualified for the grant. Jen spoke with the grant coordinator, and we can expect the \$500 shortly.
- d.) Staff has been giving ideas for added programs and services to add starting Spring 2025.

4. Fiscal report:

Time was provided for those present to review the fiscal report. Highlights discussed as follows:

- a.) Nicole received a \$5000 donation. This was added to the unrestricted line.

Travis Dean arrived at the meeting at approximately 7:25 pm.

b.) Motion to approve financial report and pay the bills by Mary J, seconded Michelle. All voted in favor.

5. Old Business

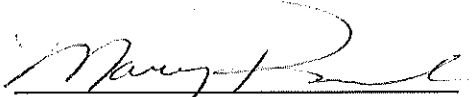
5.1 Personnel: Rachel Hinton was hired as library assistant.

5.2 Property: Quote reviewed for an outside pavilion by Schwartz for \$25,922.16. The board discussed this and went outside to view the space. Jen will canvas for landscape designers to give a quote to design the space. No vote on the pavilion.

6. New Business

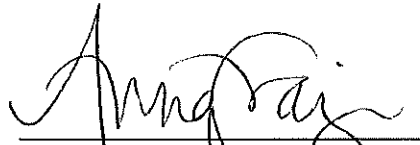
6.1 Witness Signature Policy: Draft was reviewed. Acceptance of the new policy motioned by Travis with the word "solicit" changed to "approach." Seconded Mary J. All voted in favor.

7. Consent Resolutions:  
Travis motioned first to accept donations at the register in the amount of \$32.75, Michelle second. All voted in favor.
  
8. Adjournment  
Michelle motioned to adjourn the meeting at 8:06 pm, Travis seconded. All voted in favor.



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Mary Roush, President



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Annie Fraizer, Secretary