

Perry Cook Memorial Library
Board of Trustees
February 14, 2023
Regular Monthly Meeting

Call to Order:

Mary Roush called the meeting to order at 7:00 pm, Roll call was taken and present were Mary Roush, president, Mary Jobe vice president, Annie Fraizer secretary, Paul Sipes, Michelle Fidler, Travis Dean board members, and Jennifer Gliebe director. Fiscal Officer Nicole Myers was absent.

1. Minutes: Time given to review, and Mary J moved to approve, Travis seconded.

2. Director's Report: Time given to review. Paul asked about shelving locations "PKM" vs "PKV" and asked why material was not all in one category. Separate locations were used per Patricia's report to Jen because some items are duplicate and noted as a floating collection for the van. These materials were purchased with special grant funding. Julie asked about drum repair proposed for the youth copier. It currently has a temp fix. The library owns this item but with no service contract and no guarantee how long the fix will last.

3. Fiscal Officer's report: Fiscal Office report not approved because Nicole was not available to answer questions. Paul had questions about the report and will forward his questions to Mary R. via email. Reportedly, Nicole has heard from the county and the appropriated budget is acceptable.

4. Old Business
Property update: Motion made by Julie to go into executive session at 7:12 PM, Michelle seconded this motion. Roll call taken with all members voting yes. At 7:51 PM, Julie moved to come out of executive session, Mary J seconded. Roll call taken with all members voting to come out of executive session.

5. New Business
Library services fees update: Spectrum charges for fax line, \$31.99/month for the line. Perry ProTech charges us 8.6 cents for copy/print and does not charge us for scanning. Mary J motioned to accept the proposed PCML services pricing chart provided by Jen, Michelle seconded. Board members in attendance also voted to accept.

Discussion also centered around library service hours; Jen provided a paper list of current and proposed hours of service. Patrons have indicated they want open hours after 5 p.m. during the week. The library is currently open until 8:00 pm on Monday and Tuesday. Jen proposed more consistent evening hours, 10:00 am to 6:00 pm Monday through Thursday, 10:00 am to 5:00 pm on Friday, and 10:00 am to 2:00 pm on Saturday. After discussion and input from other board members, Mary R proposed 10 am to 7 pm Mon – Thurs, 10 am to 5 pm Friday and 10 am – 2 pm Saturday. The board discussed keeping the library open all Saturdays year round. Mary J motioned to amend the hours as proposed, Julie seconded. Board members in attendance also voted to amend hours.

Update/replace server: Jen consulted with IT consultant Chad who is also used by Mount Gilead and Selover libraries. He opined that this library already has better services and to install his system would be cost prohibitive. Jen consulted with Perry Pro Tech and Dynamic Networks and asked about a new server. Chad recommended a new server based on his analysis completed on-site. Jen will obtain more quotes for a new server before a decision is made.

6. Consent Resolutions

Small donations: \$24.05

Julie motioned to accept the donations and Paul seconded. Board members in attendance also voted to accept donations.

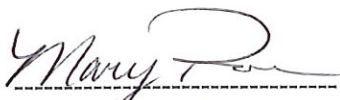
Fine free update: the staff had questions about forgiving old fees versus not accruing new fees for late materials. Jen will discuss more with staff and report back.

Michelle Fidler coordinated donated extra shelving from Kenyon College. Ripley library also donated some shelving for the library.

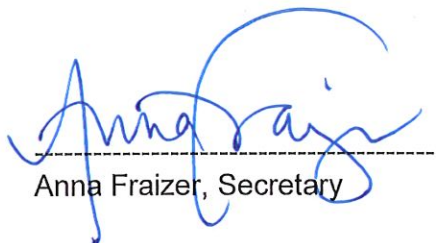
Paul had questions about upcoming outreach with a new hire, Tanya. She is starting March 1, 2023. Jen and Tanya will develop a plan for services with the van.

Jen submitted a Summer Reading Program grant to the state to secure additional funding.

Motion made to adjourn by Julie and seconded by Mary J.



Mary Roush, President



Anna Fraizer, Secretary