

Perry Cook Memorial Library
Board of Trustees
January 9, 2024
Regular Monthly Meeting

1. Call to Order

Mary Roush called to order at 7:06 pm. Roll call was taken and present were Mary Jobe, vice president, Annie Fraizer, secretary, board members Michelle Fidler, Paul Sipes, and Travis Dean, and Jennifer Gliebe director. Absent were board member Julie Rhea and Nicole Meyers fiscal officer.

2. Minutes

2.1. Organizational December 12, 2023*

Time was provided for those present to review the minutes. Paul made a motion to accept the minutes, Michelle seconded.

2.2. Regular December 12, 2023*

Time was provided for those present to review the minutes. Suggestions were made for additions that will be added by Jen Gliebe before the next meeting. Mary J made a motion to accept the minutes with additions, Travis seconded.

3. Director's Report

Time was provided for those present to review the Director's Report.

Jen coordinated fixing the damaged mailbox with Brian temporarily with a new post purchase in the future. Discussion took place about who is responsible to replace. Members agreed that the library will pay to replace this item with no further action.

Jen has discussed the future development of the space next door with Amanda Staley at OSU Extension. Plans are developing for a group of 4 H teens to install and plant a pollinator garden. There will also be a 4H Pollinator Garden grant request in association with working with OSU Extension and the teens. Prior to this, Outdoor Superior Management quoted \$6000 to just prep the space with no plants. Jen will continue to develop this project.

4. Fiscal Officer's Report*

4.1. Monthly Reconciliation

No detailed discussion took place because Nicole was unavailable. Mary J motioned to pay the bills, Paul seconded.

5. Old Business

5.1. Property

The property next door was discussed with regards to a pole barn. If a 24x24 structure is built, the library's van would take up over half the space. Jen will obtain more quotes for a larger space to include possible bathrooms and possibly building structures in phases.

5.2 Employee Policy Manual

Discussion took place about the amount of paid holidays employees receive. Members concluded 6 holidays at 5 hours each regardless of the day of the week that the holiday falls on that would not include New Year's Eve and Christmas Eve. Paul made a motion to approve this and Travis seconded. All voted in favor.

6. New Business

6.1. Personnel

Motion was made by Mary J at 8:02 pm to go into executive session to discuss personnel. Travis seconded. All voted in favor. Jen Gliebe left the meeting at that time. At 8:20 pm, Jen was asked to return to the meeting. At 8:52 pm, Mary J made a motion to come out of executive session with Michelle seconding. All voted in favor to come out of session.

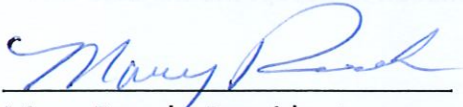
7. Consent Resolutions*

7.1. Small Donations Taken at the Register December - (\$25.30)

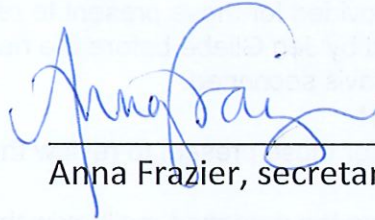
Paul motioned to accept the small donations, Mary J seconded. All voted in favor.

8. Adjournment

Motion to adjourn by Mary J with Travis second at 9:03 pm.



Mary Roush, President



Anna Frazier, secretary