

Perry Cook Library Board of Trustees
July 12, 2022
Regular Monthly Meeting

In attendance were Director, Patricia Dollisch, Board President, Mary Roush, Board Secretary, Mary Jobe, Board members Julie Rhea, Michelle Fidler, David Oates, Annie Fraizer and Paul Sipes

Ms. Roush called the meeting to order at 7:09 p.m.

Ms. Dollisch asked if we could all just read over the minutes from last month's meeting and the special meeting that took place last week in place of the secretary reading them aloud as we have a lot to cover in this meeting. All members agreed to do so. Ms. Jobe made a motion to accept the minutes with corrections and Mr. Oates seconded the motion; all agreed, motion passed.

Ms. Fraizer asked about the deferred comp plan mentioned in the special meeting minutes. Her concern was that it would seem that the deferred comp plan is not offered at PCML when, in fact, it is a resource offered to every employee in OPERS. Ms. Dollisch stated that it has not been discussed in the past but it may be something that we would want to mention going forward. Ms. Fraizer pointed out that the deferred comp or Ohio 457 plan is offered to all Ohio libraries and it is much like a 401K plan for public employees and that it should be known that the plan is offered to employees at PCML. However, early in Ms. Dollisch's tenure there was no interest in the plan from the employees. She advised that she will again will share this information with the staff and it will be added in to the new hire packet.

Mr. Sipes made a motion to accept the special meeting minutes of 7/7/22 and Ms. Fidler seconded the motion; all agreed motion passed.

Directors Report

Ms. Roush asked if we still have COVID19 tests, Ms. Dollisch stated that we do still have some.

Ms. Dollisch informed the board that the tags for the bookmobile were purchased today, 7/12/22. The van will be going to get the COSI kits on 7/19/22.

Ms. Dollisch has received a quote from Apex but hasn't had a chance to look at it yet. She will also be getting a quote from Black Cat for the asphalt in the parking lot.

She shared that she has a purchase order put in for the new Fiscal Officer to review for panic buttons to be installed for the employees in case of an emergency. She stated that she and the employees discussed mace and none of them are interested in carrying mace.

Fiscal Officer's Report

Ms. Dollisch asked for everyone to look over the report in the packet supplied by Kile Byington and she stated that she would try to answer any questions.

Mr. Sipes inquired about the payment to Demco and Ms. Dollisch stated that it is for various library supplies such as new spines for books and those sorts of things.

Mr. Sipes asked about the payment of Overdrive and Ms. Dollisch stated that this is a payment to the company that handles all of the digital content for the library.

Mr. Oates asked about the check that was issued to the Treasurer of State and Ms. Dollisch sent a text message to Kile Byington for an explanation. The reply was that it is for materials delivery fees for SEO.

Ms. Roush asked about the \$438.82 adjustment and Mr. Sipes indicated that he reads it to say that this is for payroll taxes paid in June but they didn't go to the bank until July.

Ms. Rhea asked about the payments to Rebecca Hall and Cheryl Furniss and Ms. Dollisch stated that Ms. Hall was half of Hungry Town, the folk duo who performed in June, and Ms. Furniss was being reimbursed for her new employee background check.

Mr. Oates asked about the payment to UNAP and Ms. Dollisch stated that this is a quarterly payment that we make.

Mr. Sipes asked about the status of the van and wanted to know if it is paid off. Ms. Dollisch stated that it is paid off and grant money was used for the purchase. Mr. Sipes asked about the remaining \$20,000 appropriation for the van and Ms. Dollisch indicated that she will be utilizing this to purchase books and audiobooks for the van.

Ms. Fraizer made a motion to accept the financial report and pay the bills and Mr. Sipes seconded the motion; all agreed, motion carried.

Ms. Rhea made a motion to go into Executive session to discuss property at 7:48 p.m., Mr. Sipes seconded the motion; all agreed, motion carried. Roll call was taken and present were Board President, Mary Roush, Board Secretary, Mary Jobe, Board members Julie Rhea, Michelle Fidler, David Oates and Paul Sipes.

Ms. Rhea made a motion to come out of executive session at 8:17 p.m., Mr. Sipes seconded the motion; all agreed, motion carried. Roll call was taken and present were Board President, Mary Roush, Board Secretary, Mary Jobe, Board members Julie Rhea, Michelle Fidler, David Oates, Annie Fraizer and Paul Sipes

Ms. Rhea made a motion to offer \$105,000 to purchase the house next to the library contingent on the outcome of the inspection with the understanding that the library would pay any closing costs. Ms. Fidler seconded the motion; all agreed, motion carried.

Ms. Rhea made a motion to go into executive session at 8:19 p.m. to discuss personnel matters; Mr. Sipes seconded the motion; all agreed, motion carried. Roll call was taken Board President, Mary Roush, Board Secretary, Mary Jobe, Board members Julie Rhea, Michelle Fidler, David Oates, Annie Fraizer and Paul Sipes

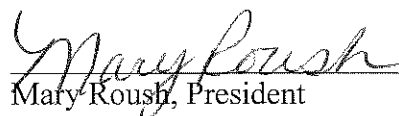
8:52 p.m. Mr. Sipes made a motion to come out of executive session; Ms. Rhea seconded the motion, all agreed, motion passed. Roll call was taken, Board President, Mary Roush, Board Secretary, Mary Jobe, Board members Julie Rhea, Michelle Fidler, David Oates, Annie Fraizer and Paul Sipes.

The board discussed that we have applications and/or resumes for several candidates for the Library Board Director and a couple for the Fiscal Officer and it was decided that interviews will try to be scheduled for Tuesday, 7/19/22 for Nicole Myers, Jennifer Gliebe, Jennifer Carrick and Mary Shultz. Ms. Dollisch stated that she would make phone calls on 7/13/22 and would advise the board accordingly.

Ms. Roush pointed out that the job postings need to be updated to reflect that the wage for the Fiscal Officer is \$20 per hour for 10-15 hours per week and the Library Director position needs to reflect the wage from \$35K-\$46K per year depending on experience.

Ms. Rhea made a motion to have these positions posted as discussed; Mr. Sipes seconded the motion, all agreed, motion carried.

Ms. Rhea made a motion to adjourn the meeting at 9:12 p.m.; Mr. Sipes seconded the motion, all agreed meeting adjourned.


Mary Roush, President


Mary Jobe, Secretary