

**Perry Cook Library
Board of Trustees
March 8, 2022, 7:00 p.m.
Regular Monthly Meeting**

In attendance were President Mary Roush, Vice President David Oates, Secretary Mary Jobe, Director Patricia Dollisch, Fiscal Officer Kile Byington, Board Member Julie Rhea, Board Member Michelle Fidler and Board Member Anna Jordan-Fraizer.

Prior to the meeting being called to order, Patricia Dollisch swore in the new board member, Anna Jordan-Fraizer.

President Mary Roush called the meeting to order at 7:03 p.m.

Minutes

The minutes from the February 8, 2022 meeting were read. Ms. Rhea made a motion to accept the minutes as read and Mr. Sipes seconded. All agreed, motion carried.

Director's report

Mr. Sipes asked about the Collection paragraph in the Director's report. Ms. Dollisch explained that there were several issues with the company that was transporting materials and the SL cancelled the contract with STAT. The SL will be returning to using Priority Dispatch for pick-up and delivery of materials. Ms. Byington noted that we did get a credit last year on our bill for some missed services and she is hoping that we get a credit this year as well because of the poor service. Ms. Dollisch pointed out that Niccole has been filling out forms for lost and damaged items as STAT has lost and damaged several items. Mr. Oates asked how much we pay for this service a year and Ms. Byington stated that we pay \$2500 per year for the service.

Ms. Dollisch does not think that we will be able to do the summer food program as the USDA has cancelled the waivers we used last year and returned to all food needing to be consumed on the premises for safety issues and to ensure that the children are actually eating the meals. In the past we were able to distribute the snacks thanks to the Covid waivers. Ms. Dollisch is going to attend a seminar on 3/11/22 about this subject and will report back to the Board what she learns about the program.

Ms. Dollisch stated that the van wrap is still in the process of being finished.

She stated that she had someone come out to look at the electric and we need an upgrade to the electric in order to run more than one item at a time without a breaker blowing. At this time, we are not seeking further services to upgrade the electricity.

Ms. Roush asked about summer programming and Ms. Dollisch indicated that she is still waiting to hear if the grant has been approved. She stated that Ms. Roush had mentioned that she would like to have some kind of an animal program and that the ones that she knows of so far are far too expensive. Ms. Roush pointed out that she has done some research and made some phone calls. Kim Harvey, a local individual who has several species of animals volunteered to bring

some of them in for a children's program. As there is no charge for this, Ms. Harvey suggested that if there were any money left from the summer program budget a donation to Headwaters Outdoor Educational Center would be welcome. Ms. Roush also stated that she talked to someone at the Morrow County Dog shelter and they are willing to come out for an adopt-a-pet style program and bring some dogs. She stated that the individual that she spoke to seemed very excited about the opportunity to partner with the library for such a program.

Ms. Dollisch indicated that she would like to bring music duo Hungry Town back in as the adults really enjoyed it.

We have a life size Candy Land in the works and it is really turning out nicely. Lisa and Jack have worked very hard on this project and she is very pleased with the progress so far.

Ms. Jobe asked about adult programming and Ms. Dollisch indicated that we have been having the quilting with Kyle and we are going to be starting the Sew and So club in the near future. Ms. Jobe inquired about how we are advertising for programming and Ms. Dollisch indicated that we send press releases to the radio, the Sentinel and we send out flyers. If it is children's programming, we advertise at the school as well.

Mr. Sipes asked if we could partner with other entities in the community and Ms. Dollisch stated that when we offer programs with a high dollar value people will come, but we seldom see them using the library afterwards. She will keep trying to get adult programming together. Ms. Dollisch expressed that she is very disappointed at the lack of community participation and she feels frustrated as she has tried to utilize the skills that she has picked up during her career and the community continues to seem uninterested. Ms. Dollisch stated that the community was not responsive when we conducted the community survey for the strategic plan.

Mr. Sipes asked if we are fully staffed and Ms. Dollisch indicated that we are still down one staff member and may be down more in the near future.

Mr. Sipes asked if the community room is used much and Ms. Dollisch indicated that the room is not being used much and we are not renting the room as we are still using the room for storage. She stated that the staff will be working on clearing the room out.

Ms. Fraizer asked if the library's Facebook page is being monitored to see when people are looking at it, where they are looking at it from and what age range they come from. She stated that she administered the Facebook pages for a couple of other libraries and it was very helpful to have that information. Ms. Dollisch stated that she looked at some statistics for our website and noticed that there were about 8,000 individuals that came to our website and there were people from other countries on our website which seemed very odd. Ms. Dollisch stated that she will look into getting our Facebook page updated to a business page to assist in the monitoring of the same and will be speaking with Niccole about getting this done.

Mr. Sipes asked about Shelby and the Meta-Data Grant. Ms. Dollisch stated that Preservica has asked Shelby to do a training video and as a thank you they are customizing a website for PCML. She encouraged all of the board members to visit The Digital Public Library of America

online to check out the resource and noted that this is where our data will eventually wind up. Shelby is uploading quality work. As we digitize this collection, we are frustrating one of our patrons. The staff is working hard to get her the material that she needs and she then doesn't think that she is being given what she asked for. Ms. Dollisch spoke about several encounters that she has had with the patron and that it was not a pleasant experience as she seems quite unreasonable.

Ms. Dollisch indicated that she is trying to get a better picture of Belle Cook and Perry Cook to get colorized and hung in the library. She has asked Donna Carver for assistance with this and she was able to obtain a several nice photos of Belle Cook from her.

Ms. Fidler indicated that Russ Mayer may be an avenue for the unhappy patron who wants the school pictures as he has preserved several school pictures and he was active for a long time with Northmor. Ms. Dollisch agreed to pass his name on to the patron the next time she is in.

Ms. Jobe asked Ms. Dollisch about her statement that we have one staff opening at this time and there may be more to come in the future and what she meant by that and she stated that she is not at liberty to discuss the matter at this time.

Fiscal Officers Report

The fiscal month that ended February 28, 2022 has been reconciled.

She does think that we need to increase labor and benefits because we are going to probably have to hire someone to drive the book mobile. The other increases for the general fund are for materials processing supplies as we do have a \$20K grant for materials and will likely need more money.

\$4.82 increase in the bookmobile fund is just interest on the grant.

The summer reading budget is \$2500 without the grant.

Ms. Byington asked for a motion to approve the permanent appropriations.

Mr. Sipes made a motion to approve the motion, Ms. Rhea seconded the motion, all agreed, motion carried.

Ms. Jobe made a motion to accept the financial report and pay the bills, Mr. Oates seconded the motion, all agreed, motion carried.

Old Business

The transit van is still in the shop and they are waiting on parts. We are not hopeful that we will get it by the end of the month.

Ms. Dollisch stated that she added HB 327 to the board packet just for the board members to read and ensure that all are aware of it.

Ms. Dollisch reported that there has been no movement on the purchase of any of the Corns property that we have been discussing.

Ms. Dollisch mentioned that we are having issues with our American flag and state flag that hang outside and she believes that the rope has been cut. She would like to purchase new flags and put them on display inside. After discussion amongst the board members, it was decided that the flags will remain outside and new flags will be purchased to replace them when it is necessary.

Ms. Roush asked where we are with the employee handbook and Ms. Byington stated that she still needs to review it again. She is hoping to get to look over it soon and get it published.

Ms. Rhea made a motion to accept the small donations of \$11.62 taken at that register, Ms. Fidler seconded, all agreed, motion passed.

Ms. Rhea made a motion to adjourn the meeting at 8:15 p.m., Ms. Fidler seconded, all agreed, motion passed.



Mary Roush, Board President

Mary Jobe, Board Secretary