

Perry Cook Library
Board of Trustees
October 11, 2022
Regular Monthly Meeting

At 7:05 p.m. Mary Roush called the meeting to order. In attendance were Director Jennifer Gliebe, Fiscal Officer Nicole Myers, Board President Mary Roush, interim Board Vice President Julie Rhea and Board members Paul Sipes, Michelle Fidler, and Anna Fraizer.

Julie Rhea made a motion to accept the 09/12/22 minutes, Michelle Fidler seconded, all agreed, motion carried.

Directors Report

Jen gave a status update and answered questions regarding the property the library purchased at 7386 Co. Rd. 242. Julie Rhea complimented about the front windows and decorations in the library. Jen said the staff has been happy to decorate, display books and generally show off our library. The Perry Township trustees invited Jen to their monthly meeting to present the resolution drafted by the County Prosecutor regarding the corner lot. Anna Frazier asked what the plan would be regarding the portion of the lot being used for parking by neighbors. Jen said she would review the survey and talk to Tom Smith before moving forward. Jen provided the estimate to the Board received from Henry's Lock and Key to rekey exterior locks. All staff will also have their own security code for entrance into the library beginning November 1. Dynamic Network did a site visit and said our server does not need replacing; they gave an estimate to update the existing server. The library staff is excited about our participation for the Johnsville Halloween on October 27. We will also be holding a fine forgiveness week November 14-18. Patrons can bring a non-perishable food item per fine and the fine will be waived. Donations will be collected and taken to the Johnsville Fire Department Blessings Box on November 19. The Giving Tree will also go up November 14 and we will begin accepting "Letters to Santa". Delivery to the Amish Schools has begun and Jen has met with Northmor library assistants to see how PCML can best support the Northmor students. We have a new teen volunteer who asked to fulfill her school's volunteer requirement by helping us at the library.

Fiscal Report

Nicole Myers presented summaries in place of reconciliation but will be sending the monthly reconciliation to all members later this week by email. Michelle Fidler made a motion to pay bills as presented and Paul Sipes seconded. All agreed and the motion carried. She requested an appropriation transfer to cover Medicare expenses in payroll. Nicole requested a \$254.61 adjustment from the general fund to cover Medicare costs for the rest of the year for administrative staff. Julie Rhea made a motion to approve the appropriation request. Anna Frazier seconded the motion, all agreed, motion approved.

Julie Rhea made a motion to go into executive session at 7:45 p.m. to discuss purchase of property; Paul Sipes seconded. Roll call: Mary Roush, present; Julie Rhea, present; Paul Sipes, present; Michelle Fidler, present; Anna Frazier, present.

Julie Rhea made a motion to come out of executive session at 8:15 p.m.; Annie Frazier seconded the motion. Roll call: Mary Roush, present; Julie Rhea, present; Paul Sipes, present; Michelle Fidler, present; Anna Frazier, present.

Mary Roush and Jen said one application had been received for the trustee vacancy to date. Two others had expressed an interest to board members but no other applications had been received. It was discussed and agree to continue to post the vacancy and accept applications through the week prior to the next Board meeting. Mary will reach out to invite anyone who has submitted an application to come to the November Board meeting to meet the current Board.

Anna Fraizer made a motion to approve the estimate from Henry's Lock and Key to rekey the exterior locks; Michelle Fidler seconded. All approved, motion carried.

Mary Roush discussed the possibility of holding an open house to invite the community to meet the new staff and director. It was decided we will introduce new staff to the community during our annual Holiday Open House December 3.

Julie Rhea made a motion to adjourn the meeting at 8:55 p.m.; Anna Frazier seconded, all approved, motion to adjourn carried.

The next meeting will be November 15.



Mary Roush, President



Mary Jobe, Secretary