

# PERRY COOK MEMORIAL LIBRARY

## Board of Trustees

Date: December 10, 2019

Library Director \_\_x\_\_ Patricia Dollisch; Fiscal Officer \_\_x\_\_ Kile Byington; Pres. \_\_x\_\_ Dave Oates; V. Pres. \_\_x\_\_ Deb Statler; Sec. \_\_x\_\_ Chris Coe; Members: \_\_x\_\_ Tim Eichorn; \_\_x\_\_ Mary Roush; \_\_ab\_\_ Amanda Young

### Minutes:

The library staff, library board members, and invited guests enjoyed a holiday dinner hosted by the library staff before the library board of trustees meeting.

Dave called the meeting to order. All members and staff were present, with the exception of Amanda Young. Minutes of the November 12, 2019, meeting were read. Tim moved to accept them as read. Deb seconded it. All agreed.

### Patricia

Patricia explained how the library will use the Virtual Reality equipment if it is purchased.

E-rate funding cannot be used for the purchase of new equipment in 2020, however, we will again apply for assistance with our managed IT.

Patricia has contracted with Miller's Lawn Care Services for snow plowing and removal at the library at a rate of \$190/time.

Deb reported that the former library clerk/treasurer pled guilty to a third degree felony charge of theft in office. Sentencing will be December 30, 2019, in Morrow County Common Pleas Court.

### Kile:

The November financial statement has been reconciled. Library funding has been two percent (2%) over predicted funding for the year.

Kile presented an employee benefits policy and payroll process policy with a pay schedule for 2020.

Chris moved to accept the employee benefits policy and the payroll process policy with the pay schedule for 2020 effective January 1, 2020. Mary seconded it. All agreed.

The library needs to develop a plan for responsible spending of appropriated funds in 2020.

Tim moved to accept the 2020 Revenue Budget and Temporary Appropriations. Deb seconded it. Roll call vote of trustees present was taken. The motions passed unanimously.

The library survey was discussed. The deadline has been extended to December 21, 2019.

Deb moved to accept Teresa Maffett as the temporary library custodian for three (3) months at \$15/hour. Mary seconded. All agreed.

Tim moved to submit Paul Sipes's name for library trustee to fill the unexpired term of Jon Lanker to the Northmor Board of Education effective January 1, 2020. Deb seconded it. All agreed.

Tim moved to adjourn. Mary seconded it. All agreed. Meeting adjourned.

President \_\_\_\_\_

Secretary \_\_\_\_\_