

PERRY COOK MEMORIAL LIBRARY

Board of Trustees

Date: September 10, 2019

Library Director Patricia Dollisch: Fiscal Officer Kile Byington: Pres. Dave Oates: V. Pres. Deb Statler: Sec. Chris Coe: Members: ab Tim Eichorn: x Jon Lanker: Amanda Young: x Mary Roush

Minutes:

Dave called the meeting to order. All members present except Tim Eichorn. Minutes of the August 13, 2019, meeting were read. Amanda moved to accept the minutes as read. Mary seconded it. All agreed.

Patricia:

The HVAC system has a drip, and will be taken care of. Patricia will replace both flags which were badly torn by a recent storm.

The library is in need of a person to snow plowing in the winter. Patricia will start a search to find a replacement.

The library needs a fire extinguisher for the pre-school room, and one will be purchased.

Patricia said while fire is a concern, a bigger concern is the safety of patrons and staff in case of an active shooter. Jane is working on evacuation charts for the building, especially, for the pre-school room.

Dynamic Network would charge \$9,000 to convert the library's computers from Windows 7 to Windows 10, so Patricia is looking for other ways to accomplish the conversion including doing it herself. There is one broken children's computer and one less computer for public use at this time, but the library is managing fine with the working computers we currently have in use.

The current GOO grant is coming to an end, and the library has spent all monies received from this grant.

Fall programming is under way and going well. The Quilting with Kyle class has 28 participants, and is close to its maximum. Planning has started for next year's summer reading program.

Library files have been released from the prosecutor's office, and they will be returned to the library on September 11, 2019.

Gleaners, a local philanthropic group, will set up an area in the library for food collection on Saturday, September 14, 2019, as part of an ongoing county-wide food drive.

Book deliveries have started for several local Amish schools.

Niccole and Melissa have completed the lengthy DVD reorganization project which makes the circulation desk area much more neat and tidy.

Tim Eichorn and Jon Lanker have both tendered their resignations from the library board.

Tim's will be effective at the end of his term on December 31, 2019, and Jon's will be effective as of September 30, 2019. The board and Patricia will start a search for their replacements.

Patricia expressed appreciation to Jon for his support when she took the library director's position.

Kile

The fiscal month ending August 31, 2019, has been reconciled.

Kile explained the fiscal officer calendar which she included in her report to the board.

Kile expects the total revenue for the current year to be approximately \$269,000 which includes not only the library allocation from the state, but also revenue from interest, fines, copier fees, etc.

Kile requested an additional \$17,000 to be added to professional services for purchased and contract services. Kile explained that in the past the library has overspent the yearly budget, and this addition will correct that situation.

Amanda moved to increase the appropriations by \$17,000 to cover expected expenditures through the end of the library fiscal year 21019. Mary seconded it. All agreed.

Chris moved to pay the bills and approve the fiscal officer's report. Amanda seconded it All agreed.

Jon expressed his gratitude for having served on the library board.

Mary asked if electric bills from Ohio Edison had been checked. Patricia reported that she has talked with Ohio Edison, and the bills are in line with bills in the past.

Jon moved to adjourn. Deb seconded it. All agreed. Meeting adjourned.