

PEMBERVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
JULY 16,2024

ROLL CALL: Members present were Mary Jo Bish, Ron Eckel, Steve Gross, Sharon Nigh, David St. Louis, and Amber Stark. Also present were Julie Getz (Fiscal Officer), Ariel Jacobs (Director), and Laura King (Secretary). Sharon Nigh presided in the absence of John Selzer. Meeting called to order at 4:30 pm.

SECRETARY'S MINUTES: Steve made and Ron seconded a motion to approve the minutes of the regular 5/18/2024 meeting. All ayes recorded.

FISCAL OFFICER'S STATEMENTS: Discussion was held about Union Bank errors with payroll and:check cashing. The monthly allocations were Gross \$37,450.43 minus Woodlink \$1,525.83 with a Net of \$35,924.60. The levy materials were given to the Auditor for review and everything was in order. Amber made and Ron seconded a motion to accept donations from the Wood County Genealogical Society of \$50.00 for Laura King's 2 programs presented to that group, a General Donation of \$10.00, and to accept the Fiscal Officer's report. All ayes recorded.

DIRECTOR'S REPORT

LUCKEY TREE REMOVAL: The tree at Luckey was deemed beyond saving. We may be able to get it removed by the village if it's in the right of way.

LIGHT COVERS AT STONY RIDGE: Grainger is still preparing a quote.

NEW WEBSITE: Ariel suggest we use OPLIN for website services.

LAWN CARE: Sarver and Paxton have begun working. Paxton will only work until September because he will be working out of town after that time. Sarver will take over at that point.

FRAUD TRAINING: Board and staff must take an 8 minute fraud training course by December 31, 2024.

OLD BUSINESS

LEVY 2024: It was approved at the June Eastwood Board of Education meeting. Some literature is needed for the Pemberville Fair. Literature should definitely be ready by Labor Day.

STRATEGIC PLAN: The "select through" option needs to be checked to see if it's working.

PEMBERVILLE COMMUNITY ROOM QUOTES: Quotes have been received from Midwest Contracting, Adhor Corp. and Lakeside Interior.

EAGLE SCOUT PROJECT: Mary Jo, Steve, and Ariel will meet with him on July 29 at 1 pm.

NEW BUSINESS

CIRCULATION STATISTICS QUARTER 2: Stony Ridge is lower because Stony Ridge Preschool is not utilizing the library like it once did. Extended Care is using the library this summer. There was a discussion concerning initializing home bound services and Portage Valley visits to the library. Also it was suggested to do a presentation to high school students and teachers showing them what is available in the recording room at Luckey.

SUMMER READING PROGRAM NUMBERS IN JUNE:

Pemberville Adult 67
 Teen 13
 Children 161

Stony Ridge Adult 26
Teen 4
Children 23
Luckey Adult 22
Teen 9
Children 40

PEMBERVILLE FAIR BOOTH: Ariel passed around a sign-up sheet to work at the library booth.

PEROGRAMS: See the Adult and Youth Programs Handout sheet for August.

ANNOUNCEMENTS: None

REMINDERS:

STRATEGIC PLANNING for the Board Focus Group is July 18 at 4:30 pm.

FREE FAIR CLOSING SCHEDULE: Pemberville closes at 4:00 and remains closed through August 17. All locations closed on August 17.

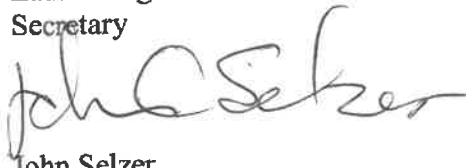
ADJOURNMENT: Mary Jo made and David seconded a motion to adjourn All ayes recorded. 5:29 pm

NEXT MEETING: AUGUST 20, 2024, 4:30 PM Pemberville Library Community Room.

Respectfully submitted,



Laura King
Secretary



John Selzer
President