

PEMBERVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
December 17, 2024

President John Selzer called the meeting order at 4:30 pm.

ROLL CALL: Members present were Mary Jo Bish, Ron Eckel, Steve Gross, Sharon Nigh, David St. Louis, John Selzer, and Amber Stark. Also present were Julie Getz (Fiscal Officer), Ariel Jacobs (Director), and Laura King (Secretary).

SECRETARY'S MINUTES: Amber made and Sharon seconded a motion to approve the minutes. All ayes recorded.

NEW BUSINESS

PRESENTATION OF PAINTING: Mr. Gerald C. Hill and his wife Beverly (not present) presented a painting created by Mr. Hill of the Stony Ridge Library and the business of Christian Snyder the blacksmith. Mr. Hill, who lives in Pemberville, is a commercial artist who has done work for National Geographic and other companies. He also presented a certificate of authenticity.

FISCAL OFFICER'S STATEMENTS: The monthly state allocation was not available at the time of the meeting. The library received a total of \$71,593 less than last year. Eight payments are remaining on the Luckey building loan. Sharon made and David seconded a motion to accept the Fiscal Officer's report. All ayes recorded. Steve made and Ron seconded a motion to transfer \$10,600.00 from Other-Other into the following line items: \$800.00 to Electricity (Luckey), \$9,500.00 to salaries (Luckey) and \$300.00 to Travel and Meetings Expenses (for mileage). All ayes recorded. Amber made and Steve seconded a motion to accept donations of General \$2.00 and Adult Workshop \$42.00. All ayes recorded.

DIRECTOR'S REPORT

- PEMBERVILLE FRIENDS: The Holiday Home Tour sold 187 tickets for over \$2,800 in sales.
- LUCKEY FRIENDS: Breakfast with Santa appeared to be a success at the time of the meeting.
- STONY RIDGE FRIENDS: Forty-one of the forty-five jars of Holiday Cocoa Creations were sold at \$5.00 per jar.
- POLICY COMMITTEE: The committee met in December to discuss a few policies that need updates. Once the changes have been made the board will have the opportunity to approve.
- OPLIN WEBSITE KITE: Ariel has been working on the new OPLIN site to get it ready for staff to make sure it is easy to navigate. Alisha a Caleb will be trained on it once it's approved.
- STONY RIDGE REPAIRS: Todd Henline quoted \$400 to patch the roof. Of the other two contacted only one is supposed to give a quote.
- EAGLE SCOUT FLAG DISPOSAL BOX: The project is complete and the paperwork submitted for review. When the acceptance is given Ariel will publicize the project. Ron made and David seconded a motion to approve. All ayes recorded.

OLD BUSINESS

STRATEGIC PLAN: The State consultant met with Ariel and will have a finalized report for the January meeting

EAGLE SCOUT PROJECT: Both boxes at Stony Ridge and Luckey are finished.

STONY RIDGE TREE REMOVAL: Beeker's gave a verbal quote of \$2,300. Fives Property Management quote of \$3,500 increased to \$4,000. Trust gave a quote of \$3,500.

STONY RIDGE EXTERIOR/INTERIOR LIGHTING: Brint Electric, Inc. quoted \$6,250, and Great Lakes Electrical Contracting quoted \$3,400. River Road Electric, LLC couldn't give a quote because they don't have a commercial building license.

BOARD OF TRUSTEES: The position was given to Steve Gross for a seven-year term.

NEW BUSINESS

PRIVACY POLICY (State approved): Mary Jo made and Steve seconded a motion to approve the privacy policy with an amendment. All ayes recorded.

PROGRAMS: See the adult and children's program handouts.

EXECUTIVE SESSION: No executive session was needed.

DIRECTOR'S EVALUATION PROCEDURE: Ron made and Sharon seconded a motion to adopt the Director's Evaluation Procedure. All ayes recorded.

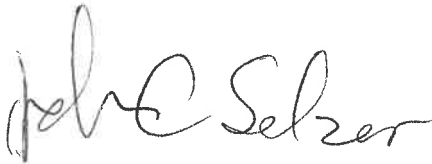
ADJOURNMENT

David made and Mary Jo seconded a motion to adjourn the regular meeting. All ayes recorded.

Respectfully Submitted,



Laura King
Secretary



John Selzer
President

PEMBERVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
ORGANIZATIONAL MEETING
DECEMBER 17, 2024

ROLL CALL: Members present were Mary Jo Bish, Ron Eckel, Steve Gross, Sharon Nigh, David St. Louis, John Selzer, and Amber Stark. Also present were Julie Getz (Fiscal Officer), Ariel Jacobs (Director), and Laura King (Secretary).

INDUCTION OF NEW BOARD MEMBER: Steve Gross was given the Oath of Officer by Ariel.

NOMINATION OF OFFICERS:

President: John Selzer
Vice President: Sharon Nigh
Secretary: Laura King

Mary Jo made and Steve seconded a motion to elect the named officers. All ayes recorded. It was suggested that an officer rotation be instituted.

BOARD MEETING DATES: Sharon made and Ron seconded a motion to set Board meetings on the 3rd Tuesday at 4:30 pm of each month.

POLICY STANDING COMMITTEE APPOINTMENT: The Policy Committee members will be John, Steve, Sharon, Ron, and Amber.

APPOINTMENT OF DIRECTOR AND FISCAL OFFICER: John made and Steve seconded a motion to appoint Ariel as Director and Julie as Fiscal Officer. All ayes recorded.

FISCAL OFFICER'S BOND: David made and Mary Jo seconded a motion to set the bond for the Fiscal Officer at \$35,000. All ayes recorded.

AUTHORITY TO INVEST FUNDS: Steve made and Mary Jo seconded a motion to give the Director and Fiscal Officer the authority to invest funds. All ayes recorded.

APPROVE TEMPORARY APPROPRIATIONS: Steve made and Ron seconded a motion to approve the 2025 temporary appropriations. All ayes recorded.

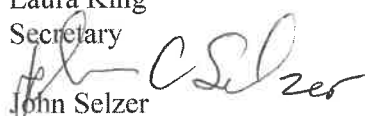
ADJOURNMENT: David made and Ron seconded a motion to adjourn the meeting at 6:15 pm.

NEXT MEETING: January 21, 2025 at 4:30 pm

Respectfully Submitted,



Laura King
Secretary



John Selzer
President