

PEMBERVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
NOVEMBER 19,2024

President John Selzer called the meeting to order at 4:30 p.m.

ROLL CALL: Members present were Mary Jo Bish, 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). Ron Eckel was absent.

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

FISCAL OFFICER'S STATEMENTS: Monthly allocations were Gross \$33,568.31, Wood link \$1,525.83, and Net \$32,042.48. Steve made and Amber seconded a motion to accept the Fiscal Officer's report and to transfer \$11,578.45 from Other-Other to OPERS \$11,000 and Telephone Lines \$578.45 (for all locations for the remainder of the year. All ayes recorded. Steve made and David seconded a motion to accept donations for Luckey Fall Fest \$56.98; General Donations from Forks Conservation Association Incorporated \$25.00 and Anonymous \$8.10 and Adult Workshop \$30 and a memorial for Jane Kohlenberg from Barbara Hasenfratz of \$30.00. All ayes recorded.

#### DIRECTOR'S REPORT

LUCKEY COMMUNITY ROOM DAMAGES: An estimate was made of between \$900-1,000 to spackle and paint the wall. Kevin will do it in-house. Of the remainder of the materials amount to more that \$25.00 the patron who rented the room will be charged.

SMALL GOVERNMENT CLASS: Ariel has completed the classes and appreciates the information she learned.

SEO DEMONSTRATIONS FOR POTENTIAL NEW SYSTEM: Ohio libraries will be reviewing new systems throughout the year to determine whether a new system will be adopted.

Amber made and Sharon seconded a motion to approve the Director's Report. All ayes recorded.

#### OLD BUSINESS

LEVY UPDATE: The replacement levy passed by 65%, which was the second-highest percentage in the state for replacement levies.

STRATEGIC PLAN: The final report is not ready because of a delay in recording community feedback.

EAGLE SCOUT BOXES: They are in place and look good. The final step will be installing the flag box signs and paperwork for Connor's project.

LUCKEY TREE: The tree was taken down on November 19 by Trust Tree Services, LLC. The approved quote was \$2,800 for takedown, removal, and stump grinding.

FRAUD TRAINING: The required video was viewed by the Board.

EXTERIOR AND INTERIOR LIGHTING AT STONY RIDGE: Quotes received were Brint Electric \$6,250.00, Great Lakes Electrical Contracting, Inc. quote not received yet, and River Road Electric in progress.

SNOW REMOVAL QUOTE: North Branch Nursery, Fives Property Management and Jake Grover presented bids. David made and Steve seconded a motion to award the bid to Jake Grover and provided a written quote by the end of November. Six ayes and one abstention were recorded.

OPENING ON THE LIBRARY BOARD OF TRUSTEES expires December 31, 2024: Letters will be accepted at Eastwood School Board office until December 6, 2024.

## NEW BUSINESS

LIBRARY CLOSURE: Sharon made and Steve seconded a motion to close the Pemberville building on December 16 because of a planned power outage in the village. Stony Ridge and Luckey will be open. Staff members may choose to work at Stony Ridge and Luckey, take vacation/personal, or unpaid. All ayes recorded.

REVISED HOT SPOT AGREEMENT: Amber made and David seconded a motion to approve the revised hotspot agreement with small corrections. All ayes recorded.

STONY RIDGE TREE REMOVAL QUOTES: Steve suggested the Board take quotes for all four trees instead of just one tree. This suggestion was made after Steve observed the possible additional damage to the building. Steve trimmed and cut branches hanging over the building and cleaned gutters and valleys. He noticed roof repairs that are needed and algae buildup on the shingles as well as paint rubbed off the fascia. Beeker's will be contacted about the additional trees. Quotes for the roof damage also will be sought.

PROGRAMS: See the list of Adult and Children's Programs on a separate sheet.

ANNOUNCEMENTS: Gerald Hill has a painting of Stony Ridge Branch Library to present to Stony Ridge. Steve is familiar with his work and highly recommends him.

#### REMINDERS

BREAKFAST WITH SANTA: December 7 from 9 am-1 pm at Luckey Junction (Luckey Friends Fundraiser)

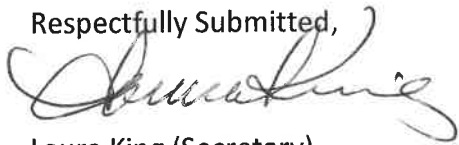
HOLIDAY HOME TOUR: December 7 from 2 pm-7 pm featuring five area homes. Tickets are \$15.00 and are available at Pemberville or at the homes on the tour (Pemberville Friends Fundraiser)

HOLIDAY COCOA CREATIONS: December 14 from 10 am-1:30 pm at Stony Ridge Branch. Eight-ounce jars are \$5.00 each (Stony Ridge Friends Fundraiser)

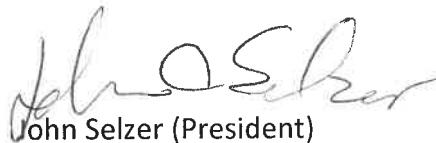
ADJOURNMENT: Mary Jo made and Amber seconded a motion to adjourn at 5:53 pm. All ayes recorded.

NEXT MEETING: December 17, 2024, at 4:30 pm at the Pemberville Public Library Community Room.

Respectfully Submitted,



Laura King (Secretary)



John Selzer (President)