

Huron Public Library Board of Trustees  
Minutes to Regular Meeting October 12, 2022

The meeting was called to order at 7:00 pm. by President, Rob Smith.

Present: Will Folger, Joe Giardina, Pete Jackson, Robert Kozar, Robert Smith, and Robert Williams. Karyn Seibel was excused. Guests: Jennifer Buch, Director; Diane Adams, Fiscal Officer; and Jody Mast, President of the Huron Board of Education.

Will Folger was given the Oath of Office by visiting Huron School Board President, Jody Mast.

MOTION BY Trustee Giardina, second by Trustee Kozar to approve the minutes of the September 14, 2022 regular meeting. Roll Call – Yeas 6, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS: None

REPORTS:

**President’s Report:**

None

**Director’s Report:**

Director Buch submitted her report to the board and highlighted several areas. She gave an update on the VOIP phones, and stated that the library is next in line for the conversion. Ms. Buch also said that three dampers needed to be replaced; she is waiting on a quote from Gundlach. She informed the board that Mr. Level LLC. fixed the sidewalk sections that were not level, and that the door sensors are working now.

**Fiscal Officer Report:**

This Fiscal Officer presented her report to the board.

MOTION BY Trustee Jackson second by Trustee Williams to approve the following Appropriation Supplementals transfers made to the budget for the month of September:

From: 1000-930-930-0000 Contingency	\$450.00
To: 1000-110-312-0000 Travel and Meeting	\$250.00
To: 1000-110-510-000 Dues and Membership	\$200.00

Roll Call: W. Folger, Yea; J. Giardina, Yea; P. Jackson, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

MOTION BY Trustee Williams, second by Trustee Jackson to approve the 2023 Contract submitted from ALC Austin Lawn Care for \$11,050.00. Roll Call: W. Folger, Yea; J. Giardina, Yea; P. Jackson, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

MOTION BY Trustee Folger, second by Trustee Jackson to approve the annual transfer of \$35,000.00 from the General Fund to the Capital Improvement Fund. Roll Call: W. Folger, Yea; J. Giardina, Yea; P. Jackson, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried

**Personnel Committee Report:**

Chair Williams stated that Joe Giardina's term will expire December 31<sup>st</sup>. Mr. Giardina expressed his desire to continue on the board for another 7-year term.

MOTION BY Trustee Williams, second by Trustee Kozar to re-appoint Joseph Giardina to another 7-year term on the Huron Public Library Board of Trustees beginning January 1, 2023 and expiring December 31, 2029. Roll Call: Yeas 5, Nays 0, with Trustee Giardina abstaining from the vote. Motion Carried.

**Audit and Finance Committee Report:**

Chair Jackson went over the 3<sup>rd</sup> quarter Financial spreadsheet provided by the Fiscal Officer.

**Building and Grounds Report:**

Chair Giardina stated that the Committee met on September 18<sup>th</sup>. He provided the board with a Children's Area Open Issue List of the proposed changes to the children's area.

**Strategic Planning Committee:**

MOTION BY Trustee Giardina, second by Trustee Jackson to remove from the table the discussion of the Strategic Plan. Roll Call – Yeas 6, Nays 0. Motion Carried.

There was some discussion about adding a preamble saying that the plan was a projection of directions rather than specific goals.

MOTION BY Trustee Williams, seconded by Trustee Giardina to have a final printed form of the Strategic Plan for the board to vote on at their November meeting. Roll Call: Yeas 6, nays 0. Motion Carried.

**Policy Update Committee:**

MOTION BY Trustee Jackson, second by Trustee Folger to accept the policy change to the By-Laws 2.06 Standing Committee. The Policy Committee will replace Contracts and Litigation Committee. For the remainder of 2022, the Committee will consist of Mr. Folger, as Chair; Joe Giardina; and Karyn Seibel. Roll Call – Yeas 6, Nays 0. Motion Carried.

**OLD BUSINESS:**

**Levy Information Update**

The Director stated that levy signs are being distributed.

**NEW BUSINESS**

MOTION BY Trustee Jackson, second by Trustee Kozar to accept the Financial Statements for September 2022. Roll Call: W. Folger J. Giardina, Yea; P. Jackson, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

MOTION BY Trustee Folger second by Trustee Williams authorizing membership in the Stark County Schools Council of Governments Health Care Consortium. RESOLUTION 2022-08. Roll Call: W Folger, Yea; J. Giardina; Yea; P. Jackson, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

MOTION BY Trustee Jackson second by Trustee Williams to accept the employment of Ronald Poland as Facility Manger/Custodian. Roll Call – 6 Yeas 0 Nays. Motion Carried.

The Director discussed the use of personal email addresses for work related issues. All board members who hadn't used library emails in the past were given library email addresses and encouraged to get them set up for use.

MOTION BY Trustee Giardina, second by Trustee Jackson to schedule a Special Meeting on Wednesday, November 2nd at 7:00 pm. The purpose of this meeting will be to enter into Executive Session to consider the Compensation of Public Employee's per 121.22(G)(1). Roll Call – 6 Yeas, 0 Nays. Motion Carried.

There being no further business to discuss, MOTION BY Trustee Folger, second by Trustee Giardina to adjourn. Roll Call: W. Folger, Yea; J. Giardina; Yea; P. Jackson, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

Meeting adjourned at 9:16 p.m.

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Rob Smith, President

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Diane Adams Fiscal Officer