

**Huron Public Library Board of Trustees**  
Regular Meeting  
July 8, 2020

Meeting was called to order at 7:00 p.m. by President, Terry Griffith.

Board Members: Terry Griffith, Joe Giardina, Pete Jackson, Rob Kozar, Karen Seibel, Rob Smith, and Robert Williams. Guests present: Vikki Morrow-Ritchie, Director; and Diane Adams, Fiscal Officer.

**MOTION BY Trustee Kozar, second by Trustee Smith to approve the minutes of the June 10, 2020 regular meeting. Roll call -**

	Yes	No	Excused
Joseph Giardina	X		
Terry R. Griffith	X		
Peter Jackson	X		
Robert Kozar	X		
Karyn Seibel	X		
Robert Smith	X		
Robert Williams	X		

REPORTS:

**President's Report's**

The president notified the board of an unemployment claim by a previous employee who had resigned.

**Director's Report:**

The Director updated the board on the roof repairs, she stated that the company has been doing a good job following up on the status of their repairs. She also gave the board an update on how curbside service went before the opening of the library. She stated the biggest issue from the patrons during the libraries limited opening, was not being able to use the copier due to the exchange of money. Rhe board discussed some possible resolves. The Director said that the quarterly newsletter is being discussed.

**Fiscal Officer Report:**

The Fiscal Officer submitted her report to the board and asked if there were any questions. She also provided the board with the June Financial reports which included: The Cash Journal; The Payment Listing; The Funds Status; Appropriation Status; and Revenue Status Reports.

**Personnel Committee provided by Chair Williams:**

Chair Williams stated that the discussion will be under the New Business section.

**Audit and Finance Committee provided by Chair Jackson:**

Chair Jackson stated that the retired Fiscal Officer, Joanne Kensik, submitted the required documentation and the funds were certified to comply with O.R.C. 3375.3.

**Building and Grounds Committee provided by Chair Smith:**

No recommendations at this time.

**Strategic Planning Committee provided by Chair Kozar:**

They are still waiting on the recommendation from the State Library for planning.

**Contracts and Legislation provided by Chair Griffith:**

None

**OLD BUSINESS:**

**Motion to Accept the Financials for June 2020**

**MOTION BY Trustee Seibel, second by Trustee Kozar to approve the June Financial Statements, Roll Call- Yeas 7, Nays 0. MOTION CARRIED**

**Update on roof repairs of multiple leaks throughout 2020**

The Director gave a more in depth update on the roof repairs which had been made over the past month.

**NEW BUSINESS:**

The Director gave an update on the status of the library reopening, and talked about any determination on a need to close before August, 2020. The closing would be based upon the governor's new alert system status.

The Personnel Committee presented to the board the dilemma of employee's scheduling vacation the remainder of this year.

**MOTION BY Trustee Williams, second by Trustee Smith to allow employees to accrual vacation and use it commencing in 2021.** After the discussion of the motion, there was a motion amendment.

**MOTION BY Trustee Smith, second by Trustee Williams to make an amendment to the above motion to allow the employees to receive a payout for their vacation this year. Another option given in the discussion was, to allow a partial payout this year and a partial carryover into 2021.** President Griffith suggested to the board to send this issue to the finance committee for their review and recommendation, to determine the financial impact.

**MOTION BY Trustee Jackson, second by Trustee Seibel to table the motions made above until regular meeting of August 12<sup>th</sup>. Roll Call – Yeas 7, Nays 0. MOTION CARRIED**

The Finance Committee will meet on July 21<sup>st</sup>, to discuss the financial impact of vacation payouts for employees. They will provide their findings to the board at the meeting on August 12th.

**MOTION BY Trustee Smith, second by Trustee Seibel to adjourn the regular meeting. Roll Call –**

	<b>Yes</b>	<b>No</b>	<b>Excused</b>
<b>Joseph Giardina</b>	<b>X</b>		
<b>Terry R. Griffith</b>	<b>X</b>		
<b>Peter Jackson</b>	<b>X</b>		
<b>Robert Kozar</b>	<b>X</b>		
<b>Karyn Seibel</b>	<b>X</b>		
<b>Robert Smith</b>	<b>X</b>		
<b>Robert Williams</b>	<b>X</b>		

The meeting adjourned at 8:05.

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Terry R. Griffith, President

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Diane Adams, Fiscal Officer