

Huron Public Library Board of Trustees
Minutes to Regular Meeting April 12, 2023

The meeting was called to order at 7:00 pm. by President, Joe Giardina.

Present: Will Folger, Joe Giardina, Robert Kozar, Robert Smith, and Robert Williams. Pete Jackson and Karyn Seibel were excused. Guests: Jennifer Buch, Director; Diane Adams, Fiscal Officer; and Ragan Snead, Executive Director of Northeast Ohio Regional Library System.

MOTION BY Trustee Smith second by Trustee Folger to approve the minutes of the Records Commission meeting March 8, 2023. Roll Call – Yeas 5, Nays 0. Motion Carried.

MOTION BY Trustee Williams second by Trustee Kozar to approve the minutes of the Regular Meeting March 8, 2023. Roll Call – Yeas 5, Nays 0. Motion Carried.

MOTION BY Trustee Smith second by Trustee Folger to approve the minutes of the Special Meeting March 21, 2023. Roll Call – Yeas 5, Nays 0. Motion Carried.

PUBLIC COMMENTS: NONE

COMMUNICATIONS:

Ragan Snead, Executive Director of NEO-RLS shared with the board “Board and Staff Retreat Agenda” as requested by the board. There was a time of questions and answers. MOTION BY Trustee Smith second by Trustee Williams to approve the Strategic Planning Services Agreement with NEO-RLS in the amount of \$450.00. Roll Call: W. Folger, Yea; J. Giardina, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

REPORTS:

President’s Report:

President Giardina stated that he met with the director on her quarterly goals.

Director’s Report:

Director Buch submitted her report to the board. Some highlights were: a \$2,836.00 grant was received from the Erie County Foundation of the which new Chrome Books and accessories will be purchased for Girls Who Code; new sensors were installed on the main door areas; tree service quote; parking lot sealing; and she stated that she also re-wrote five (5) employee job descriptions.

Fiscal Officer Report:

This Fiscal Officer presented her report to the board. MOTION BY Trustee Smith second by Trustee Kozar to approve Appropriation Supplemental transfers made to the budget for the month of March. Roll Call: W. Folger, Yea; J. Giardina, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

Personnel Committee Report:

None

Audit and Finance Committee Report:

None

Building and Grounds Report:

Chair Smith submitted the Committee meeting minutes of March 15th. In their meeting they discussed and compiled a list and a cost estimate for maintenance projects around the library for the current year 2023, and also for 2024. MOTION BY Trustee Smith second by Trustee Giardina to authorize the Fiscal Officer to make the necessary adjustments to the 2023 budget to provide funding for several Building and Grounds maintenance projects for 2023 totaling \$36,000.00 which were not included in the current year's budget. Roll Call: W. Folger, Yea; J. Giardina, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

Chair Smith said that the maintenance projects for 2024 were discussed and referred to the Finance Committee to look at the 2024 budget regarding these projects.

Director Buch submitted a quote from Leimeister Crane and Tree to remove trees and plant new ones around the library property. MOTION BY Trustee Folger second by Trustee Smith to approve the quote from Leimeister Crane and Tree in the amount of \$11,950.00 to replace trees on the library property. Roll Call: W. Folger, Yea; J. Giardina, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

Strategic Planning Committee:

Chair Kozar submitted the Committee meeting minutes of March 6th.

Policy Update Committee:

Chair Folger submitted the committee meeting minutes of April 4th.

OLD BUSINESS

None

NEW BUSINESS

MOTION BY Trustee Kozar second by Trustee Smith to accept the Financial Statements for March 2023. Roll Call: W. Folger, Yea; J. Giardina, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

The board had a discussion as to whether a Huron City School Resolution is needed between the Library and Huron City Schools for the teachers to bring their students to the library during school hours to access books. The board advised Director Buch to reach out to the Superintendent with some questions from the board.

MOTION BY Trustee Smith second by Trustee Folger to change the August meeting from August 9th to the August 16th. Roll Call: W. Folger, Yea; J. Giardina, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried

MOTION BY Trustee Williams second by Trustee Kozar to accept the resignation of Mckenna Leckrone effective April 28th, 2023. Roll Call: 5 Yea, 0 Nay.

MOTION BY Trustee Smith second by Trustee Kozar to schedule a Special meeting on Tuesday April 25th for the purpose of entering into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee under O.R.C. 121.22 (G)(1). Roll Call: W. Folger, Yea; J. Giardina, Yea; R. Kozar, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

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

Meeting adjourned at 9:30 p.m.

Joe Giardina, President

Diane Adams, Fiscal Officer