

Huron Public Library Board of Trustees  
Minutes to Regular Meeting February 14, 2024

The meeting was called to order at 7:01 pm. by President, Joe Giardina.

The Pledge of Allegiance was said.

Present: Joe Giardina, Rebecca Morey, Pete Jackson, Rob Kozar, Will Folger, and Bob Williams. Karyn Seibel was excused. Also present: Jennifer Buch, Director; and Laura Dahnke, Fiscal Officer.

MOTION by Trustee Kozar, second by Trustee Morey to approve the minutes with additions of the Organizational Meeting held on December 13, 2023. Voice Call – Ayes prevailed unanimously. Motion carried.

MOTION by Trustee Williams, second by Trustee Folger to approve the minutes of the Regular Meeting held on December 13, 2023. Voice Call – Ayes prevailed unanimously. Motion carried.

**GUESTS:** NONE

**PUBLIC COMMENTS:** NONE

**COMMUNICATIONS:** NONE

MOTION to move to Executive Session to consider the compensation of a public employee under O.R.C. 121.22 (G) (1) made by Trustee Jackson, second by Trustee Morey.

Regular meeting resumed at 7:35 p.m. Trustee Giardina noted no action would be taken at this time following the Executive Session and said item in New Business would be removed from tonight's agenda.

**REPORTS:**

**President's Report:** Trustee Giardina had no report.

**Director's Report:** Director Buch referred everyone to full report in Board Packet. Director Buch highlighted that two employees, Vicki Hillman and Jacqueline Layer, recently achieved OLC certification. Also noted dates of Trustee Dinners and OLC Legislative Day and offered more information to interested trustees. Noted that the Library Outreach program will have a table at the Boat Basin during the Eclipse activities. Recommended that the Board consider a Diversity program - estimated cost is \$3,000.00 although possibly negotiable. Noted that Children's area renovation will begin March 25.

**Fiscal Officer Report:** F.O. Dahnke noted that Then and Now PO's were needed to post final transactions into 2023 and reconcile bank statements. Also explained that Supplemental Revenue and Appropriations Budgets were both needed to oversight in delineating planned expenditures in 2024 or grant money received in 2023.

MOTION BY Trustee Jackson, second by Trustee Folger to approve Appropriation and Revenue Supplementals made to the budget for the month of January. Roll Call: B. Williams, Yea; W. Folger, Yea; R. Kozar, Yea; P. Jackson, Yea; R. Morey, Yea; J. Giardina, Yea. Motion Carried.

MOTION BY Trustee Jackson, second by Trustee Giardina to accept Then and Now Purchase Orders. Roll Call: R. Morey, Yea; P. Jackson, Yea; R. Kozar, Yea; W. Folger, Yea; B. Williams, Yea; J. Giardina, Yea. Motion carried.

**Personnel Committee Report:** Chair Williams had no report.

**Audit and Finance Committee Report:** Chair Jackson noted that the Finance Committee will meet on Wednesday, April 28<sup>th</sup> at 4:30 pm to review Final Appropriations Budget.

**Building and Grounds Report:** Trustee Morey stated a full report would be available at the March Board meeting. Trustee Morey mentioned that the broken window has been fixed, the leaky pipes under sinks had been fixed, and the Emergency Lights were being transitioned from traditional to LED bulbs. Sliding doors were serviced and it was noted they require annual maintenance. Children's area renovation will start with painting (5-6 days), then carpet (7 days). Circulation services will be maintained during regular scheduled hours.

**Strategic Planning Committee:** Trustee Kozar said next Quarterly meeting will occur in March.

**Policy Update Committee:** Trustee Folger presented the Policy Committee report wherein the committee addressed needed clarification, revisions, corrections, and omissions (see enclosed Policy Committee Report).

MOTION by Trustee Giardina, second by Trustee Williams to accept Policy updates as presented EXCLUDING Section 1 item 2.05 regarding stipend for Board Clerk. Voice Call – Ayes prevailed unanimously. Motion carried. Next quarterly meeting will be sometime in April.

## **OLD BUSINESS:**

**Patron Hearing** – Hearing will remain on March 13 at 6:00 pm. Board would like to hear what former patron has to say.

**Eclipse on April 8<sup>th</sup>:**

MOTION by Trustee Kozar, second by Trustee Rebecca Morey to remain Closed on April 8, 2024 and follow "Emergency Day" policy for staff. Roll call Vote: Folger: Yes; Kozar: Yea; Jackson: Yea; Morey: Yea; Giardina: Yea; Williams: Yea; Motion carried.

**NEW BUSINESS:**

MOTION by Trustee Jackson, second by Trustee Kozar to accept the Financial Statements for December 2023. Roll Call: J. Giardina, Yea; R. Morey, Yea; P. Jackson, Yea; R. Kozar, Yea; W. Folger, Yea; and B. Williams, Yea. Motion Carried.

Discussion was held regarding disposable of unusable decorations, materials, and supplies. These items may be discarded in the dumpster that will be here during the renovation of the Children's Area.

Resolution 2024-01 (see enclosed Attachment) was proposed declaring the sale of certain furniture and computer equipment.

MOTION by Trustee Folger second by Trustee Morey. Discussion ensued. Purchasers must remove items at time of purchase. Library Design will dispose of items not sold. Public sale will be held on March 8, 2024 and March 11, 2024. Roll Call vote: P. Jackson, Yea; R. Kozar, Yea; W. Folger, Yea; B. Williams, Yea; J. Giardina, Yea; R. Morey, Yea. Motion carried.

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

Meeting adjourned at 9:13 p.m.

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Joe Giardina, President

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Laura Dahnke, Fiscal Officer