

**HURON PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING OF MARCH 13, 2024**

**INSPIRING GENERATIONS WITH BOOKS AND MORE**

**HURON PUBLIC LIBRARY FOSTERS GROWTH BY PROVIDING FREE ACCESS TO  
INFORMATION AND CULTURE AND RESPONDS TO THE NEEDS OF THE COMMUNITY IT  
SERVES.**

**EMPOWERMENT · INTELLECTUAL FREEDOM · EQUALITY  
LITERACY · LIFELONG LEARNING**

Meeting called to order by Board Secretary, Trustee Williams, at 7:06 p.m.

❖ **PLEDGE OF ALLEGIANCE** was said by all present.

❖ **ROLL CALL** for attendance:

Joe	A__excused__
Pete	A__excused; delayed arrival at 7:29 p.m.
Bob	Y_____
Karyn	Y_____
Rob	Y_____
Will	Y_____
Rebecca	Y_____

❖ **MOTION** made by Trustee Kozar, seconded by Trustee Morey **TO APPROVE THE MINUTES OF REGULAR MEETING ON FEBRUARY 14, 2024. (VC)** Ayes unanimous.  
Motion carried.

❖ **PUBLIC COMMENTS/GUESTS – NONE.**

OPERATING POLICIES; CHAPTER 7; 7.02: WILL BE READ ALOUD WHEN THERE ARE MEMBERS OF THE PUBLIC PRESENT AT THE MEETING.

❖ **COMMUNICATIONS – NONE.**

❖ **REPORTS:**

- President's Report: NONE - Joe Giardina not present.
- Director's Report: Jennifer Buch. Director Buch highlighted her portion of the Board Packet, noting the dates of the Trustee Dinners, Library Legislative Day, and making the newly updated Sunshine Laws available. The Director noted that she is having the staff focus their seminar attendance on Leadership and Supervisory topics and skills. Director Buch was commended for being chosen to Chair the OLC Leadership Conference in Columbus in October. Also noted that painting in the Children's Area will begin Monday March 25. Carpet and old furniture removal will begin soon after.
- **NOTE: THE GAVEL WAS PASSED TO TRUSTEE JACKSON AT 7:29 P.M.**
- Fiscal Officer's Report: Laura Dahnke. FO Dahnke noted that Supplementals were necessary due to not realizing that while encumbrances from the prior year carry over, the Appropriation for them does not and therefore needed to be added to the Appropriation Budget for this year.

○ **MOTION** made by Trustee Jackson, seconded by Trustee Seibel **TO APPROVE SUPPLEMENTALS (January 2024) (RC)**

Joe	A_____
Pete	Y_____
Bob	Y_____
Karyn	Y_____
Rob	Y_____
Will	Y_____
Rebecca	Y_____

Motion carried.

○ **MOTION** made by Trustee Jackson, seconded by Trustee Seibel **TO**

**APPROVE SUPPLEMENTALS (February 2024) (RC)**

Joe A\_\_\_\_  
Pete Y\_\_\_\_  
Bob Y\_\_\_\_  
Karyn Y\_\_\_\_  
Rob Y\_\_\_\_  
Will Y\_\_\_\_  
Rebecca Y\_\_\_\_

Motion carried.

- Personnel Committee Report: Bob Williams. Director Buch noted that the NEO-RLS wage Survey is being completed now. Chair Williams noted that it may be pertinent to study how our most recent wage increases matched other data. It was also noted that which Libraries we compare our statistics to may be reevaluated later this year.
- Audit and Finance Committee Report: Pete Jackson. Chair Jackson stated that the Committee had reviewed the Final Appropriations budget as enclosed in the Board Packet and recommended it for approval to the Board. Chair Jackson also noted that the Committee will need to meet in April or early May to begin working on the Tax Budget for 2025.

- **MOTION made by Trustee Jackson, seconded by Trustee Williams TO APPROVE FINAL APPROPRIATIONS BUDGET FOR 2024. (RC)**

Joe A\_\_\_\_  
Pete Y\_\_\_\_  
Bob Y\_\_\_\_  
Karyn Y\_\_\_\_  
Rob Y\_\_\_\_  
Will Y\_\_\_\_  
Rebecca Y\_\_\_\_

Motion carried.

- Building and Grounds Committee Report: Rebecca Morey. Chair Morey referred to the Board Packet which contains the Bid Packet produced by TEC Inc. for the HVAC project. The schedule is for the Bid Process to begin March 22, 2024. A Pre-Bid meeting will be held here on April 1, hopefully with TEC Inc. present. Final advertisement is planned for April 5, 2024, with bids being opened on April 19, 2024.
- Strategic Planning Committee Report: Rob Kozar. No report. A meeting will be scheduled in the next two weeks.
- Policy Committee Report: Will Folger. No report. Next meeting will be in April.

❖ **OLD BUSINESS**

- **PATRON HEARING UPDATE** – Director Buch noted that we are in limbo waiting for dates from Patron’s representative. Meeting will consist of Trustee Williams, Director Buch, Library Legal Representative, Patron, and Patron’s family member representative.

❖ **NEW BUSINESS**

- **MOTION made by Trustee Kozar, seconded by Trustee Jackson TO APPROVE FINANCIALS FOR January 2024 (RC)**

Joe A\_\_\_\_  
Pete Y\_\_\_\_  
Bob Y\_\_\_\_  
Karyn Y\_\_\_\_  
Rob Y\_\_\_\_  
Will Y\_\_\_\_  
Rebecca Y\_\_\_\_

Motion carried.

- **MOTION made by Trustee Jackson, seconded by Trustee Seibel TO APPROVE FINANCIALS FOR February 2024 (RC)**

Joe A\_\_\_\_

**Pete**            Y\_\_\_\_  
**Bob**             Y\_\_\_\_  
**Karyn**          Y\_\_\_\_  
**Rob**             Y\_\_\_\_  
**Will**            Y\_\_\_\_  
**Rebecca**       Y\_\_\_\_

Motion carried.

**Discussion on Staff Appreciation:** An Air-Fryer has been purchased, but a counter-top Ice Maker is still desired. Other ideas are Logo clothing and/or hats, also more permanent-looking nametags. Another idea is to do something during Summer Reading Program because it such a busy time for the staff. Trustee Seibel will draw up a calendar for the period June 5 – July 13. Board to then consider doing something each week.

❖ **EXECUTIVE SESSION**

**MOTION TO ENTER 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)** made by Trustee Jackson, seconded by Trustee Kozar. Board entered into Executive Session at 8:28 p.m. Executive session having ended, Board Meeting resumed at 8:49 p.m.

❖ **Motion to Increase Hourly Wage of Fiscal Officer by \$.72 per hour for the remainder of 2024 made by Trustee Jackson, seconded by Trustee Seibel. (RC)**

**Joe**             A\_\_excused\_\_  
**Pete**            Y\_\_\_\_  
**Bob**             Y\_\_\_\_  
**Karyn**          Y\_\_\_\_  
**Rob**             Y\_\_\_\_  
**Will**            Y\_\_\_\_  
**Rebecca**       Y\_\_\_\_

Motion carried.

Board requested Director Buch contact legal representative regarding Meals and Breaks Policy application to person(s) working flexible hours.

**Seeing no other business to discuss ....**

❖ **Motion to Adjourn made by Trustee Morey, seconded by Trustee Seibel. (RC)**

**Joe**             A\_\_excused\_\_  
**Pete**            Y\_\_\_\_  
**Bob**             Y\_\_\_\_  
**Karyn**          Y\_\_\_\_  
**Rob**             Y\_\_\_\_  
**Will**            Y\_\_\_\_  
**Rebecca**       Y\_\_\_\_

Motion carried.

Meeting adjourned at 8:47 p.m.

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Pete Jackson, Vice-President

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Laura Dahnke, Fiscal Officer

**\*VC indicates Vote by Voice**

**\*RC indicates Vote by Roll Call**

**A=Absent**

**Y=Yes**

**N=No**