

**HURON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING OF AUGUST 13, 2025
MINUTES**

- ❖ **Called to Order at 7:00 p.m.**
- ❖ **PLEDGE OF ALLEGIANCE**
- ❖ **ROLL CALL – Joe Giardina - present**
 - **Pete Jackson - present**
 - **Bob Williams - present**
 - **Rob Kozar - present**
 - **Karyn Seibel - present**
 - **Rebecca Morey - present**
 - **Will Folger – present**
- ❖ **MOTION by Karyn, Seconded by Rebecca, TO APPROVE THE MINUTES OF REGULAR MEETING ON JUNE 11, 2025 (V) Ayes Unanimous. Motion carried.**
- ❖ **PUBLIC COMMENTS/GUESTS - none**

❖ **COMMUNICATIONS - none**

❖ **REPORTS:**

- President's Report: Joe Giardina – met with Jennifer and Laura for mid-year reviews. Highlighted Laura's work and new goal of getting processes documented. Jennifer's new goal is to begin speaking at the Huron City Council meetings quarterly. Staff Day November 11, speakers lined up and 2 hours of volunteering.
- Director's Report: Jennifer Buch – highlighted that HPL and Rebekah won OLC's award for our Podcast. Joe and Rob will attend luncheon. Commended Melissa for receiving a \$3,500 grant from the Mylander Foundations for the Summer Learning Program. Reviewed new state requirements for Cyber-Security; and Board terms are now 4 years long. Also reviewed State Budget line item vetoes. Jennifer attended webinar on levies. Rebekah is part of iLead project, involved with other librarians, and would like to present to the Board when their project is complete.
- Fiscal Officer's Report: Laura Engleman – August PLF arrived today at \$33,939.75 which is about what was predicted. We will see how the rest of this calendar year plays out. We also received our portion of the 2nd Half of 2024's Manufactured Home Tax which was \$.96. 2nd Half of Real Estate tax (not received) is estimated to be \$248,000 per the Erie County Auditor's website.

1. MOTION by Karyn, Seconded by Rob, TO APPROVE JUNE/JULY SUPPLEMENTALS (RC)

Will – Y, Rebecca – Y, Karyn – Y, Rob – Y, Bob – Y, Pete – Y, Joe - Y. Motion carried.

- Personnel Committee Report: Bob Williams – no report. Personnel Committee will need to meet soon; Jennifer will send out survey with possible meeting dates. Also need to begin looking for new Board members.
- Audit and Finance Committee Report: Pete Jackson – no report.
- Building and Grounds Committee Report: Rebecca Morey. Elevator doors are fixed; new signs in Teen area, new benches in Teen area; must replant trees that we removed per city order within 3 years. Bob Williams suggested that the B & G committee should do a walk-around of the building and property. Parking Lot will be re-done on Sunday August 31st. Jennifer is meeting with Library Design Associates on August 14 to begin discussing the Adult area.

1. MOTION by Joe, Seconded by Rebecca, TO APPROVE QUOTE FOR

GUTTER WORK FROM GUTTER BOSS INC. (RC)

**Rebecca - Y, Rob - Y, Pete - Y, Will - Y, Bob - Y, Joe - Y, Karyn - Y.
Motion carried.**

- Strategic Planning Committee Report: Rob Kozar – Quarterly meeting was held on July 10. Minutes were shared.
- Policy Committee Report: Will Folger – next meeting is Sept. 2 at 4:00 pm.

❖ **OLD BUSINESS**

1. **HHS AND HPL YEARLY MEETING UPDATE – Karyn, Rebecca, and Jennifer met with Kathy Muehlhauser-Moore of the Historical Society. Among other things the Historical Society wants to start a scholarship fund to establish a Scholarship for a graduating Huron senior. Discussion ensued regarding the cost to HPL of HHS occupying part of the building; assumed that it is just a small portion of HPL's utilities.**

❖ **NEW BUSINESS**

1. **MOTION by Rob, Seconded by Karyn, TO APPROVE FINANCIALS FOR JUNE/JULY 2025 (RC)
Pete - Y, Karyn - Y, Will - Y, Rob - Y, Rebecca - Y, Joe - Y, Bob – Y. Motion carried.**
2. **MOTION by Bob, Seconded by Will, TO APPROVE 2026 HOLIDAY SCHEDULE (V) only change is to close the building on July 3 and July 4; holiday pay will remain the same. Ayes (6); Nay (1). Majority carried.**
3. **MOTION by Will, second by Rob, TO APPROVE THE RETIREMENT OF HOLLY LYNN EFFECTIVE AUGUST 29, 2025 (V). Honoring Holly at Staff Meeting on August 29; Head of Adult Services position was filled by Rebekah Hire-Santoro; Head of Marketing and Emerging Technology position which Rebekah vacated will be posted then advertised. Ayes unanimous.**

❖ **ITEMS TOO LATE FOR THE AGENDA**

Fiscal Officer presented options for Fraud Prevention on Huntington Checking Account. Board would like exact cost for each type of protection before proceeding. Fiscal Officer would like to attend the OLC Convention EXPO to explore alternative providers for payroll, timekeeping, book-ordering, and other services.

❖ **EXECUTIVE SESSION – none needed.**

- ❖ **ADJOURNMENT Motion by Karyn, Seconded by Rebecca (RC). Joe - Y, Bob - Y, Will - Y, Karyn - Y, Rob - Y, Pete - Y, Rebecca – Y. Motion carried.**
- ❖ **Adjourned at 8:45 pm.**

***V indicates vote by Voice
*RC indicates by Roll Call**

**Y - yes A - abstain
N – no**

Joe Giardina, President

Laura Engleman, Fiscal Officer