HURON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING OF DECEMBER 10, 2025
MINUTES

- **PLEDGE OF ALLEGIANCE said at 7:05 pm.**
- **ROLL CALL:**
- **Joe Giardina – Excused**
- **Pete Jackson - present**
- **Bob Williams – arrived at 7:28 pm.**
- **Will Folger - present**
- **Rob Kozar - present**
- **Karyn Seibel - present**
- **Rebecca Morey - present**
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- **MOTION by Will, Second by Karyn TO APPROVE THE MINUTES OF REGULAR MEETING ON NOVEMBER 12, 2025 (V). Ayes – all present (5). MOTION carried.**
- **PUBLIC COMMENTS/GUESTS – none.**

- **COMMUNICATIONS – none.**
- **REPORTS:**
  1. President's Report: ~~Joe Giardina~~ Pete Jackson offered Joe's recommendation for **2026 OFFICERS. Joe's recommendation: President: Joe Giardina, Vice-President: Rebecca Morey, Secretary: Bob Williams.**
  2. **Will moved to present the slate as stated, Rob seconded.**

- Director's Report: Jennifer Buch noted that we received a grant from the Mylander Foundation for Decodable books which are part of the Science of Reading movement. Staff In-Service went well, including a session on Emotional Intelligence with follow-up at Staff meeting on Dec. 12. OLC Convention went very well; thanked Board members who attended Recognition banquet. Next year's convention is at Kalahari and Jennifer is the Program Chair for it. New employee, Anna Jankovsky, Head of Marketing and Emerging Technology, is already making her mark in our Marketin and is learning the library routines.
- Fiscal Officer's Report: Laura Engleman – no report.
  1. **MOTION by Rebecca, Second by Karyn TO APPROVE SUPPLEMENTALS (NOVEMBER 2025) (RC):**
  2. Will - y
  3. Rebecca - y
  4. Bob – not here yet
  5. Karyn - y
  6. Rob - y
  7. Pete - y
  8. Joe – Excused. **MOTION carried.**
- Personnel Committee Report: Bob Williams – not here. Jennifer has the personnel spreadsheet for raises to be used during Executive Session.
- Audit and Finance Committee Report: Pete Jackson – no report.
- Building and Grounds Committee Report: Rebecca Morey deferred to Jennifer, who stated that the HVAC project is completed. The controls still

need to be monitored and tweeked. The B & G committee needs to meet in January to review potential contracts for maintenance contracts on the Controls. Caulking and painting of windows has been contracted to be done in the spring.

- Strategic Planning Committee Report: Rob Kozar – no report.
- Policy Committee Report: Will Folger noted what the committee met and discussed 3 items: 2 from the State Auditor and 1 from Clevnet. Jennifer explained the first two items (regarding frequent flyer miles and sales tax reimbursement) came from the State Auditor and Jennifer reviewed it with Jason Hinners. Item from Clevnet regarding how staff protects patron information, and also how AI is used and happens.
    1. **MOTION by Rebecca, Second by Will TO APPROVE POLICY RECOMMENDATIONS (V) Ayes – all present (6). MOTION carried.**
    2. **Will reminded all Board members that they will receive all policies updated in 2025 will be distributed in January.**
    3. **Next Policy Committee meeting is Tuesday, March 3rd at 4:00 pm.**

❖ **OLD BUSINESS – none.**

❖ **NEW BUSINESS**

1. **MOTION by Rob, Second by Karyn TO APPROVE FINANCIALS FOR NOVEMBER 2025 (RC)**
2. **Pete - y**
3. **Rob - y**
4. **Karyn - y**
5. **Will - y**
6. **Bob - y**
7. **Rebecca - y**
8. **Joe – Excused. MOTION carried.**
9. **MOTION by Will, Second by Karyn TO HIRE ANNA JANKOVSKY FOR THE HEAD OF MARKETING AND EMERGING TECHNOLOGY POSITION EFFECTIVE NOVEMBER 19, 2025 (V) Ayes – all present (6). MOTION carried.**
10. **MOTION by Karyn, Second by Rebecca TO APPROVE CARRYOVER OF UP TO 20 HOURS FOR 2026 VACATION FOR LAURA ENGLEMAN (V) Ayes – all present (6). MOTION carried.**

❖ **ITEMS TOO LATE FOR THE AGENDA – none.**

❖ **EXECUTIVE SESSION**

MOTION by Will, Second by Rebecca at 7:36 pm 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)

❖ **MEETING RESUMED AT 7:49 pm. Motion by Will, Second by Karyn to resume General Meeting. (V) Ayes – all present (6). MOTION carried.**

❖ **MOTION by Karyn, Second by Will to award a 4% merit increase and 3% market increase to the Fiscal Officer, Laura Engleman. (RC)**

❖ **Pete – y**

❖ **Rob – y**

- **Karyn – y**
- **Rebecca – y**
- **Will – y**
- **Bob – y**
- **Joe – excused. MOTION carried.**
- **MOTION by Karyn, Second by Rob to award a 4% merit increase and 0% market increase to the Library Director, Jennifer Buch. (RC)**
- **Rob – y**
- **Pete – y**
- **Bob – y**
- **Will – y**
- **Rebecca – y**
- **Karyn – y**
- **Joe – excused. MOTION carried.**
- **MOTION by Rob, Second by Karyn to approve recommended Merit and Market increases per the Spreadsheet distributed to Board Members. (RC)**
- **Rebecca – y**
- **Will – y**
- **Rob – y**
- **Bob – y**
- **Pete – y**
- **Karyn – y**
- **Joe – excused. MOTION carried.**
- **MOTION already made for slate of officers presented in President's report. (V) Ayes – all present (6). MOTION carried.**
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- **Motion by Will, Second by Karyn for ADJOURNMENT (RC)**
- **Rob – y**
- **Pete – y**
- **Karyn – y**
- **Rebecca – y**
- **Will – y**
- **Bob - y**
- **Joe – Excused. MOTION carried**

Adjourned at 7:55 pm.

***V indicates vote by Voice** **y = yes   n = no   a = abstained**
***RC indicates by Roll Call**

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Pete Jackson, Vice-President **Laura Engleman, Fiscal Officer**