

HURON PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES of the REGULAR MEETING on MAY 13, 2026

- ❖ **PLEDGE OF ALLEGIANCE** was said at 7:00 pm
- ❖ **ROLL CALL:**
- ❖ Joe Giardina - present
- ❖ Rebecca Morey - present
- ❖ Pete Jackson - present
- ❖ Bob Williams - present
- ❖ Rob Kozar - present
- ❖ Karyn Seibel - present
- ❖ Will Folger - present
- ❖ **MOTION by Karyn, Second by Rebecca TO APPROVE THE MINUTES OF REGULAR MEETING ON APRIL 8, 2026 (V) Ayes Unanimous. Motion carried.**
- ❖ **PUBLIC COMMENTS/GUESTS - none**
Bob Williams noted that if you have time, look at the Storybook trail at McBride Arboretum on Firelands College campus. The stories are great, you can use your phone to add music. Joe echoed with "take a child with you".
- ❖ **COMMUNICATIONS - none**
- ❖ **REPORTS:**
 - President's Report: Joe Giardina - none
 - Director's Report: Jennifer Buch:
 - Jennifer introduced DUANE SLUGA, FACILITIES MANAGER. Duane began by introducing himself and noted that he has created checklists for daily tasks that can be followed if he is not here - Natalie will do cleaning when Duane is not available. Duane has narrowed down our number of suppliers and created Par sheets and Order sheets - Vicki can order if he is not here. Other projects Duane highlighted - repairing the gutters and adding gutter guards, repairing and improving the roof drainage; yearly HVAC maintenance contracts with Gundlach and CCO controls. Unforeseen project to remove bats and prevent them from coming in again. Caulking windows and doors that was approved late last fall should happen in the next couple weeks. Quotes have been provided for painting window frames and doors. Advised that parking lot stripes are peeling up and need to plan to repaint; also repairing or repaving will be needed in the next year or so.
 - Jennifer attached articles for everyone to read; also noted that OLC has joined a group to provide more education about property taxes. Clevnet has a new website - check it out! It is really nice and has several areas to provide feedback. Clevnet is also upgrading to new VoIP phones - our install will probably take place in early 2027. Jennifer attended a seminar about the opportunities and requirements to offer notary services. Draft Policy is at the attorney's office for review then will be brought to the Policy Committee and Board. We are now able to have statistics of how many people come in the building from the new people counters from Facility Sight. Jennifer just finished six sessions with a Leadership coach that she found to be very helpful and she is hoping to do more studying like this in the fall.
 - Fiscal Officer's Report: Laura Engleman: PLF of \$34,438.51 arrived on May 12, 2026, slightly above projections. Laura also highlighted her tour of Birchard Library in Fremont and the Fiscal Officers Luncheon she attended on May 13 at Birchard.
 - Personnel Committee Report: Bob Williams
 - **MOTION by Bob, Second by Rebecca TO APPROVE NEW PART TIME POSITION OF ADULT SERVICES ASSISTANT (RC)**
 - 1. Bob - yes
 - 2. Karyn - yes
 - 3. Rob - yes
 - 4. Pete - yes
 - 5. Will - yes
 - 6. Joe - yes
 - 7. Rebecca - yes**Motion carried.**
- 8. Bob recapped the Committee's review of the Job Descriptions in the NEO-RLS Salary Survey that don't mirror our job descriptions, but when looking at all the titles in the Salary Survey,

the ones selected are the closest fit. The Personnel Committee now feels comfortable with where Huron Public Library's positions fit with the categories in the survey.

- Audit and Finance Committee Report: Pete Jackson

- **MOTION by Rebecca, Second by Karyn TO APPROVE THE 2027 TAX BUDGET (RC)**

1. Pete - yes
2. Rebecca - yes
3. Bob - yes
4. Joe - yes
5. Karyn - yes
6. Will - yes
7. Rob - yes

Motion carried.

- Building and Grounds Committee Report: Joe Giardina recapped the meeting recently held. Topics included Bats and Attic cleanup, Security cameras, and Adult area renovation. We have received a quote from Library Design splitting the Adult and AV area projects and there was very little change in total cost. Committee agreed to wait to see if Property tax measure will be on the November ballot. Further discussion on the renovation will reconvene in August. Regarding Bats and Attic cleanup, the committee reviewed other quotes and denials to quote for cleanup and the committee agreed to recommend having the cleanup done by Buckeye Wildlife. Several quotes for security system upgrades were reviewed by committee members at home then discussed in the meeting. Committee members collectively decided to recommend Catawba Security.

- **MOTION by Will, Second by Rebecca TO APPROVE CATAWBA SECURITY QUOTE FOR NEW CAMERAS AND RECORDER (RC)**

1. Karyn - yes
2. Rob - yes
3. Rebecca - yes
4. Will - yes
5. Pete - yes
6. Joe - yes
7. Bob - yes

Motion carried.

- * Strategic Planning Committee Report: Rob Kozar summarized the meeting notes provided in the Board Packet. The Strategic Plan that we are currently working under that would cover to 2027 has been implemented and Jennifer is doing a great job having her staff keep up on that plan. Next step is to determine what consultant or consulting firm to use for the next strategic plan. The last several plans were constructed by the State Library of Ohio which is a service response model. Over the last three cycles, their frequency and level of service has declined. Thus our committee started to look for other partners. The Committee recommends using OhioNet, which uses the Appreciative Inquiry model which is a strength-based process: What strengths do you have, what do you do well, what can you strengthen or supplement? And then Build on Your Strengths. The committee was impressed with what OhioNet offers both in their level of interaction including in person visits here, a sound research strategy, the sample output looks very good, their timetable is 5-6 months, and their process really involves staff input.

MOTION by Rob, Second by Rebecca TO APPROVE OHIONET TO GUIDE HPL'S STRATEGIC PLAN PROCESS (RC)

1. Rob - yes
2. Karyn - yes
3. Will - yes
4. Bob - yes
5. Joe - yes
6. Pete - yes
7. Rebecca - yes

Motion carried.

- Policy Committee Report: Will Folger - Next meeting June 2nd at 5:30pm.

❖ **OLD BUSINESS**

❖ **MOTION by Joe, Second by Karyn TO APPROVE BUCKEYE WILDLIFE TO CLEAN UP ATTIC SPACE AFTER REMOVAL OF THE BATS (RC)**

1. Rebecca - yes
2. Bob - yes
3. Will - yes

4. Pete - yes
5. Karyn - yes
6. Rob - yes

7. Joe - yes Motion carried.

❖ **NEW BUSINESS**

❖ **MOTION by Bob, Second by Rob, TO APPROVE FINANCIALS FOR APRIL 2026 (RC)**

1. Joe - yes
2. Rebecca - yes
3. Pete - yes
4. Bob - yes
5. Will - yes
6. Karyn - yes
7. Rob - yes

Motion carried.

MOTION by Rebecca, Second by Karyn TO APPROVE THE RESIGNATION OF JAMES WILLIAMS, AS NEEDED CIRCULATION ASSISTANT, EFFECTIVE MAY 22, 2026 (V)
Ayes Unanimous, Motion carried.

MOTION by Rebecca, Second by Karyn TO APPROVE OPENING ONE HOUR LATE ON STAFF MEETING DAYS (FOUR TIMES PER YEAR: FEBRUARY, MAY, AUGUST, DECEMBER)(RC)

1. Karyn - yes
2. Will - no
3. Bob - no
4. Rebecca - yes
5. Rob - yes
6. Joe - no
7. Pete - no

Motion fails.

MOTION by Karyn, Second by Rebecca TO APPROVE CLOSING THE LIBRARY ON FRIDAY, OCTOBER 23 FOR FULL-TIME AND PART-TIME STAFF TO ATTEND OLC CONVENTION AND EXPO AT KALAHARI IN SANDUSKY (RC)

1. Rebecca - yes
2. Rob - yes
3. Pete - yes
4. Karyn - yes
5. Will - yes
6. Joe - yes
7. Bob - yes

Motion carried.

STAFF RECOGNITION/APPRECIATION DISCUSSION - Rebecca proposes keeping the fridge filled all summer instead of each board member bringing food one week per summer.

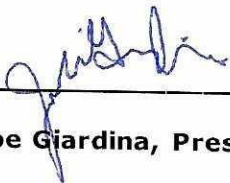
❖ **ITEMS TOO LATE FOR THE AGENDA** - none

❖ **EXECUTIVE SESSION - MOTION by Joe, Second by Rebecca 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) (V).** Ayes Unanimous. Motion Carried. Jennifer Buch and Laura Engleman were excused from the meeting.

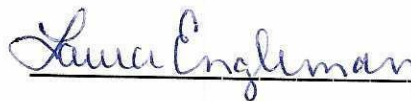
❖ **Board came out of Executive session at 9:50 p.m. MOTION by Will, Second by Karyn for ADJOURNMENT (RC)** Per Joe, all Roll Call votes for adjournment were Yes votes.

*V indicates vote by Voice

*RC indicates vote by Roll Call



Joe Giardina, President



Laura Engleman, Fiscal Officer