

HURT BATTELLE MEMORIAL LIBRARY of WEST JEFFERSON
Regular Meeting of the Board of Trustees

July 12th, 2022 6:00 PM

Members Present: Director Chris Siscoe, Don Hemmelgarn, Heather Brown, Janine Conway, Bonnie Hamilton, Lisa Weber, Richard Whittenberger

Members Absent: Cathy Mere, Wendy Workman

The meeting was called to order at 6:00 p.m. by Heather Brown, President.

Lisa Weber made a motion, and Bonnie Hamilton seconded, to approve the minutes of the June regular meeting. Motion passed.

Correspondence and Public Participation: none

Recognition of Guests: none

Director's Report: Director Chris Siscoe reported:

Programs: In June 362 adults, 23 teens, and 1354 children attended programming. Children's storytime had 177 participants. Chris Siscoe noted that there is a consistent demand for Covid 19 tests and he will continue to order.

Circulation: Circulation is up (4598 items) and has exceeded pre-Covid. A difference is the increase in non-DVD circulation, June 3847. The Summer reading program has already exceeded completions compared to 2021.

Technology: In waiting mode on rewiring library, waiting on parts.

Library Maintenance: Gutter work is expected to be completed this week.

Outreach and Services: Chris has applied to Walmart for a grant to help with the school supply program. The village, library and Methodist church will partner to put together 250 bookbags. The majority of bags will be distributed National Night Out on August 2 with the remainder to be given out at Norwood Elementary.

The library is partnering with Madison County Humane Society for an Adopt a Pet day on Aug. 13 @ 10:30.

Administration: none

(See Director's report for more information.)

Bonnie Hamilton moved, and Lisa Weber seconded, to accept the Director's report. Motion passed.

Fiscal Officer's Report: Don Hemmelgarn reported....

Don received the property taxes from the County Auditor, then reviewed what our budgeted expenses are for the fiscal year. After a review of the budget and current account balances, it is his opinion that it is possible to move another 75K from Huntington to invest in our STAR Ohio account.

(See Fiscal Officer's Monthly report for more information.)

A motion was made by Bonnie Hamilton and seconded by Janine Conway, to accept the Fiscal Officer's report. Motion passed.

Resolution 22-09: Richard Wittenberger made a motion to authorize the Fiscal Officer to move 75,000 from Huntington checking to STAR Ohio investments. Lisa Weber seconded the motion. Motion passed with roll call.

Resolution 22-10: A motion was made by Richard Wittenberger, and seconded by Heather Brown, to accept \$55.00 in unrestricted donations (50.00 from the Richmir Homeowners Association). Motion passed with roll call.

Committee Reports:

- Committee Reports
 - Budget and Finance - Richard Whittenberger and Janine Conway: met 9/14/2021.
 - Personnel and Policy -Janine Conway and Wendy Workman: met 2/8/22.
 - Audit Committee - Richard Whittenberger and Lisa Weber: met 7/13/21.

- Records and Retention - Held with entire board on 11/9/2021.
- Building and Grounds - Bonnie Hamilton and Wendy Workman: 4/12/2022
- Community Outreach/Friends - Bonnie Hamilton and Cathy Mere: 4/19/22

Next Friend's Meeting will be July 19th @ 5:30 in the Community Room at HBML

Old Business:

Levy: The Board discussed possible dates to put the renewal levy on the ballot and will continue this discussion at a future meeting.

Gaming Policy for V.R.: This is under review with the County Prosecutor.

New Business:

G.1. Meeting of the Finance Committee - Will meet Aug. 1 @ 2:00.

G.2. Meeting with Library Design for teen furniture. The Director will be meeting with Matt Bowman from Library Design to evaluate the physical condition of existing furniture and its suitability for current and future teen programming.

A motion was made by Lisa Weber and seconded by Bonnie Hamilton to adjourn the July regular meeting. Motion passed; the meeting was adjourned at 7:03 pm.

Heather Brown, President

Cathy Mere, Secretary