

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

September 13, 2022 6:00 PM

Members Present: Director Chris Siscoe, Don Hemmelgarn, Heather Brown, Janine Conway, Cathy Mere, Richard Whittenberger

Members Absent: Bonnie Hamilton, Lisa Weber, Wendy Workman

The meeting was called to order at 6:04 p.m. by Heather Brown, President.

Janine Conway made a motion, and Cathy Mere seconded, to approve the minutes of the September regular meeting. Motion passed.

Janine Conway made a motion, and Heather Brown seconded, to approve the minutes of the August 1st Finance Committee Meeting. Motion passed.

Correspondence and Public Participation: none

Recognition of Guests: none

Director's Report: Director Chris Siscoe reported:

Programs: Summer Reading Completions included 235 children, 28 teens and 127 adults. Director Chris Siscoe shared that this was the largest summer reading participation of all time.

In August 831 adults, 120 teens, and 1,161 children attended programming.

Circulation: HBML circulated 4,139 items in August. The library has had over 4,000 circulations for three months in a row.

Technology: nothing new reported

Library Maintenance: The parking lot was sealed on August 27th. The cabling project was completed September 2nd. The carpets were cleaned on September 3rd. The handicapped doors stopped working and repair was required.

Outreach and Services: Director Chris Siscoe attended the Ox Roast on September 3rd to introduce escape artist, Michael Griffin.

Administration: Library Directors were warned the library cannot restrict people from wearing knives under the new Ohio legislative language.

The Director is currently writing a Battelle grant request for \$20,000 for 2023.

(See Director's report for more information.)

Cathy Mere moved, and Richard Whittenberger seconded, to accept the Director's report. Motion passed.

Fiscal Officer's Report: All expenditures were for budgeted items and all invoices received have been paid current. One thousand dollars was received from Walmart for the school supply grant.

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

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

Resolution 22-11: Richard Whittenberger made a motion, and Heather Brown seconded, to accept the Walmart Grant for \$1,000 to provide school supplies for the community by July 31st. 2023. Motion passed with roll call.

Resolution 22-12: Janine Conway made a motion to accept an unrestricted donation of \$22.00. Cathy Mere seconded the motion. The motion passed with a roll call.

Resolution 22-13: Richard Whittenberger made a motion to move \$1,000.00 from Contingency 930-930 to General Administrative Supplies 200-451. Janine Conway seconded the motion. The motion passed in a roll call.

Committee Reports:

- Committee Reports
 - Budget and Finance - Richard Whittenberger and Janine Conway: met 8/1/22.

- Personnel and Policy -Janine Conway and Wendy Workman: met 2/8/22.
- Audit Committee - Richard Whittenberger and Lisa Weber: met 7/13/21 (committee will not meet in 2022).
- Records Retention Committee - 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, 7/19/22, 9/6/22

Chris Siscoe updated from the Friends Meeting: Book Sale, Christmas Cookies, and possibility of appraisal of collectibles

Old Business: no old business discussed

New Business: General discussion of temporary appropriations. Additionally, the Director and Board discussed, at length, an upcoming furniture purchase for the teen section of the library to replace old furniture. There was also a discussion of a stained glass piece of art currently stored at the library. Since it is not being displayed, the Hurt family has requested the return of the piece. Trustees agreed that the return of the art to the family would be best since it is not on display.

A motion was made by Richard Whittenberger and seconded by Janine Conway to adjourn the September regular meeting. Motion passed; the meeting was adjourned at 7:38 pm.

Heather Brown, President

Cathy Mere, Secretary