

Minutes of a Regular Meeting of the Board of Trustees of Putnam County District Library held at Columbus Grove Library, Columbus Grove Ohio 6:30 p.m., August 16, 2016

Board: Paulette Smith, Denny Mumaw, Donna Laubenthal, Anne Horstman, David Burkhart, and Judy Bosch

Administration: Kelly Ward, Director

Public: Donald Schroeder, Karen Okuley, Judy Ruen, Marsha Parys, Linda Schroeder, and Jeff Vance

PLEDGE OF ALLEGIANCE

- A. **REGULAR MINUTES.** The minutes of the June 21, 2016 meeting were approved on motion by Anne Horstman and seconded by Paulette Smith. All voted yes on the roll call vote except Donna Laubenthal and Judy Bosch who abstained.
- B. **REGULAR MINUTES.** The minutes of the July 19, 2016 meeting were approved on motion by Judy Bosch and seconded by Donna Laubenthal. All voted yes on the roll call vote except Anne Horstman who abstained
- C. **BILLS AND FINANCIAL REPORTS.** The July bills and financial reports were approved on motion by Anne Horstman and seconded by David Burkhart. All voted yes on the roll call vote.
- D. **PETTY CASH REPORT.** The petty cash report for July was presented noting the following revenue: fines and fees \$690.57, meeting room rental \$50.00, and copies \$628.51.
- E. **GIFTS.** Paulette Smith moved to accept the following donations in July: Memorial Fund \$785.00. Donna Laubenthal seconded the motion, and all voted yes on the roll call vote.
- F. **DIRECTOR'S REPORT.** Kelly Ward, Director, presented her July Director's Report (see attached report). Additionally Anne Horstman wanted to know why Walmart was coming to the

library to conduct flu shots instead of local pharmacies. The Director stated that it was because Walmart had approached the library.

NEW BUSINESS

G. NEW POSITION – SPECIAL POPULATION OUTREACH & TECHNOLOGY AIDE

TEMPORARY POSITION. Motion was made by Donna Laubenthal and seconded by Judy Bosch to create the temporary position of Special Population Outreach & Technology Aide for the period September 1, 2016 through August 31, 2017. All voted yes on the roll call vote.

H. HIRED TEMPORARY EMPLOYEE AS SPECIAL POPULATION OUTREACH & TECHNOLOGY

AIDE. Motion was made by Anne Horstman and seconded by Donna Laubenthal to hire Adrienne Kaple as temporary Special Population Outreach & Technology for the period September 1, 2016 through August 31, 2017 at \$10.50 per hour. All voted yes on the roll call vote.

I. REPORT OF BRANCHES AND FRIENDS: Karen Okuley discussed the parking issue at last year's craftshow and reported that all 148 booths are sold. The next Friends meeting will be held on September 12th at 4:30 p.m.

J. DISCUSSION CONCERNING THE VILLAGE OF COLUMBUS GROVE'S OFFER TO MOVE THE COLUMBUS GROVE LIBRARY LOCATION TO THE COLUMBUS GROVE

PRESBYTERIAN CHURCH – The board took a tour of the current Columbus Grove Library before moving the meeting at 7:35 to the Columbus Grove Presbyterian Church. Then a tour of the Columbus Grove Presbyterian Church was provided by Jeff Vance, Columbus Grove Village Administrator to all Board members and public in attendance. Jeff mentioned that the pews would remain in the church but the library could use that space for events. He also mentioned that we would have access to the entire building. He also stated that the village realizes that access would be a challenge and that they would update the handicapped ramp. The board noted that there was water present in the basement mechanical room as well as water damage on the basement walls. The Board discussed that the upstairs space would not have a separate entrance and that security would be an issue. The board discussion included their concerns

about the safety and security of the building, repairs and improvements that would need to be made by the village, the Village's costs to operate the building, and the article in the newspaper.

K. **COMMENTS FROM INDIVIDUAL BOARD MEMBERS:** The Board decided to hold a special meeting on August 30th at 6:30 pm to discuss the village's offer to move the Columbus Grove Library into the Columbus Grove Presbyterian Church.

L. **COMMENTS FROM THE PUBLIC:** None.

ADJOURNMENT. There being no further business the meeting was adjourned at 8:40 p.m., on motion by Denny Mumaw. The next regular board meeting will be held on Tuesday, August 16, 2016, at 6:30 p.m. at the Ottawa Library Location.

Secretary

President