

Huron Public Library Board of Trustees  
Minutes to Regular Meeting January 11, 2023

The meeting was called to order at 7:00 pm. by President, Joe Giardina.

Present: Will Folger, Joe Giardina, Pete Jackson, Robert Kozar, Karyn Seibel, Robert Smith, and Robert Williams. Guests: Jennifer Buch, Director; and Diane Adams, Fiscal Officer.

MOTION BY Trustee Smith second by Trustee Jackson to approve the minutes of the December 14, 2022 regular meeting. Roll Call – Yeas 7, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS: None

REPORTS:

**President's Report:**

None

**Director's Report:**

Director Buch submitted her report to the board. She shared with the board the events that she had attended the past month, and also stated that she had applied for the library to be a VITA site for tax preparation.

**Fiscal Officer Report:**

This Fiscal Officer presented her report to the board. MOTION BY Trustee Smith second by Trustee Jackson to approve the following Appropriation Supplementals transfers made to the budget for the month of December:

From:	1000-120-413-1001 Audiovisual Materials (DVD-JUV)	\$ 100.00
	1000-120-413-1002 Audiovisual Materials (CD -JUV)	\$ 36.11
	1000-110-225-0000 Worker's Comp.	\$1,062.00
	1000-230-451-1000 General Admin Supplies (JUV)	\$ 500.00
	1000-110-372-0000 UAN Fee	\$ 255.95
	1000-930-930-0000 Contingencies	<u>\$1,183.00</u>
		<b>\$3,137.06</b>
To:	1000-120-413-1002 Audiovisual Materials (CD-JUV)	\$ 100.00
	1000-120-413-1001 Audiovisual Materials (DVD-JUV)	\$ 36.11
	1000-230-453-0000 Other Supplies	\$ 500.00
	1000-110-373-0000 Tax Collection	\$ 255.95
	1000-110-379-4000 Adult Professional Services	<u>\$ 2,245.00</u>
		<b>\$ 3,137.06</b>

Roll Call: W. Folger, Yea; J. Giardina, Yea; P. Jackson, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

**Personnel Committee Report:**

None

**Audit and Finance Committee Report:**

Chair Jackson stated that he will schedule an Audit and Finance Committee with the Fiscal Officer to go over the Permanent Appropriations and the Annual Financial Report.

**Building and Grounds Report:**

Chair Smith stated that on January 5<sup>th</sup> the committee had a meeting with Jason Hinners, Legal Counsel. This meeting was to hear Mr. Hinners proposal on how the Board can best proceed with a major project regarding changes to the Children's and Teen areas of the library. MOTION BY Trustee Smith, second by Trustee Williams to approve the amount up to \$5,000.00 to Library Design for a written proposal of preliminary design work pending the approval of Jason Hinners. Roll Call: W. Folger, Yea; J. Giardina, Yea; P. Jackson, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

Chair Smith also shared with the board the status on the leak on the roof.

**Strategic Planning Committee:**

Chair Kozar stated that he will schedule a committee meeting for February.

**Policy Update Committee:**

Chair Folger discussed the Committee's meeting that was held on January 4<sup>th</sup>.

**NEW BUSINESS**

MOTION BY Trustee Smith second by Trustee Kozar to accept the Financial Statements for December 2022. Roll Call: W. Folger, Yea; J. Giardina, Yea; P. Jackson, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

The Director discussed the benefit of purchasing the Pay Station to attach to the copier for patrons to pay for copies made. MOTION BY Trustee Smith, second by Trustee Seibel to approve the purchases of an ITC Pay Station Elite for payment of copies and printing in the amount of \$7305.00. Roll Call: W. Folger, Yea; J. Giardina, Yea; P. Jackson, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

**EXECUTIVE SESSION**

MOTION BY Trustees Smith, second by Trustee Seibel to enter into executive session at 8:00 pm. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee under O.R.C. 121.22 (G)(1). Roll Call – Yeas 7, Nays 0. Motion Carried.

The Board returned to regular meeting at 8:35 pm

There being no further business to discuss, MOTION BY Trustee Seibel second by Trustee Folger to adjourn. Roll Call: W. Folger, Yea; J. Giardina; Yea; P. Jackson, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

Meeting adjourned at 8:40 p.m.

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Joe Giardina, President

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Diane Adams Fiscal Officer