

Huron Public Library Board of Trustees
Minutes to Regular Meeting April 14, 2021

The meeting was called to order at 7:00 pm. by President, Rob Smith.

Present: Joe Giardina, Pete Jackson, Robert Kozar, Karyn Seibel, Robert Smith, and Robert Williams. Terry Griffith was excused. Guests: Vikki Morrow-Ritchie, Director, and Diane Adams, Fiscal Officer.

MOTION BY Trustee Seibel, second by Trustee Kozar to approve the minutes of the March 10, 2021 Regular Meeting. Roll Call – Yeas 6, Nays 0. Motion Carried.

PUBLIC COMMENTS:

None

COMMUNICATIONS:

None

GUESTS:

None

REPORTS:

President's Report:

None

Director's Report:

Director Morrow-Ritchie submitted her report to the board and highlighted on the following topics.

- The thermal imaging for the roof was performed this evening.
- Quotes received by Protegis Fire Safety for inspection and repairs
- Status of the distribution of the OLC Free AT Home COVID-19 testing kits
- Decision to wait until July to fill the Technical Services Manager position
- Looking at June 7th to open meeting rooms A & B at 25% capacity
- Decision to remove the limit for computer usage of one hour.
- Discussion of the Historical Society setting up a tent on the NW corner of the building for the purpose of answering and questions. **MOTION BY Trustee Williams, second by Trustee Seibel to permit the Historical Society to set up a tent outside on the NW back corner of the building from 4-6 pm on Wednesdays for research questions. Roll Call – Yeas 6, Nays 0. Motion**

Carried.

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- A hole in the parking lot was filled
- Discussed getting quotes for crack sealing and resurfacing the parking lot
- Discussed a fee trial offered from Kanopy movie streaming to the staff, board members, and Friends of the Library until April 30th after that time it would be decided whether it is a beneficial service for patrons. **MOTION BY Trustee Williams, second by Trustee Kozar to accept the Free Trial from Kanopy movie streaming until April 30th. Roll call- Yeas 6, Nays 0. Motion Carried.**

Fiscal Officer Report:

Mrs. Adams submitted her Report to the board for their review.

She stated that she would begin working on the 2022 Budget in May and asked for the Board's input in the May meeting.

Personnel Committee Report:

The minutes from the February 28th and March 3, 2021 Committee Meeting were presented to the board.

Audit and Finance Committee Report:

None

Building and Grounds Report:

Chair Smith stressed the importance of setting up a Capital Improvement Fund to designate for future replacement/repairs of boilers, major systems, and other items that would put a hardship on the library if not planned or appropriated for. He stated that the Building and Grounds Committee will meet soon to address this issue.

Strategic Planning Committee:

None

Contracts and Legislation:

None

OLD BUSINESS:

Status of Roof Replacement

Status of Library limited opening

Discussed under Director's Report

Home Covid-19 test kit distribution at the Library update

Discussed under Director's Report

NEW BUSINESS

MOTION BY Trustee Seibel second by Trustee Kozar to accept the Financial Statements for March 2021. Roll Call – Yeas 6, Nays 0. Motion Carried.

Discussion of new Ohio Health Director's Order for Social Distancing, Facial Coverings, and Non-Congregating

Discussed under Director's Report

Discussion of Employee Appreciation Event(s) (May)

There was discussion and it was decided that the board provide the employees a lunch during the month of May to show their appreciation.

Employees Healthcare Renewal

There was the discussion on the employees' healthcare renewal for the next year which received from the broker. The personnel committee will schedule a meeting and offer their recommendation to the board at the next meeting.

There being no further business to discuss, **MOTION BY Trustee Seibel second by Trustee Jackson to adjourn. Roll Call – Yeas 6, Nays 0. Motion Carried.**

Meeting adjourned at 9:05 p.m.

Robert Smith, President

Diane Adams, Fiscal Officer