

Huron Public Library Board of Trustees
Regular Meeting
June 10, 2020

Meeting was called to order at 7:00 p.m. by President, Terry Griffith.

Present: Terry Griffith, Rob Smith, Pete Jackson, Karen Seibel, Joe Giardina. Excused: Robert Williams and Rob Kozar. Guests: Vikki Morrow-Ritchie, Director; Joanne Kensik, Fiscal Officer and Diane Adams.

MOTION BY Joe Giardina, second by R. Smith to create the position of Assistant Fiscal Officer retroactively effective May 18, 2020 through July 4, 2020 with the same responsibilities as the Fiscal Officer to meet the requirements of the UAN Financial System. Roll Call – Yeas 5, Nays 0. Motion Carried.

MOTION BY Joe Giardina, second by R. Smith to hire Diane Adams, retroactively to May 18, 2020, into the position of Assistant Fiscal Officer at the rate of \$20.00. Roll Call – Yeas 5, Nays 0. Motion Carried.

MOTION BY Joe Giardina, second by R. Smith to place Diane Adams in the position of Assistant Fiscal Officer for the period of May 18, 2020 through July 4, 2020 and at the completion of this period to promote Diane Adams in the position of Fiscal Officer effective July 5, 2020 at the rate of \$20.00 to meet the requirements of the UAN Financial System. Roll Call – Yeas 5, Nays 0. Motion Carried.

MOTION BY J. Giardina, second by Rob Smith to accept the retirement of Joanne Kensik, Fiscal Officer effective July 4, 2020. Roll Call – Yeas 5, Nays 0. Motion Carried.

Ms. Diane Adams was then sworn in as Assistant Fiscal Officer effective May 18, 2020.

Ms. Diane Adams was then sworn in as Fiscal Officer effective July 5, 2020.

MOTION BY Joe Giardina, second by R. Smith to go into recess. Yeas 5, Nays 0. Motion Carried.

Terry R. Griffith, President

Joanne Kensik, Fiscal Officer

Meeting convened at 7:25 PM

REPORTS:

Personnel Committee:

They will schedule a meeting before June 30th.

Audit and Finance Committee:

Pete Jackson, chair explained the budget reduction for 2020-21.

Building and Grounds Committee:

The roof repairs should be done this week. The Director stated that they are honoring the quote pre COVID-19 even though there will be several new leaks to fix.

Strategic Planning Committee:

Rob Kozar requested the Director to contact the State Library regarding a new strategic plan.

Contracts and Legislation:

None

President's Report's

The president submitted her report to the board which stated that the Director was going to give an update to the board regarding the re-opening process to comply with COVID-19. She also mentioned that UAN will need a copy of the minutes to allow the new Fiscal Officer to be able to call and ask any questions that she may have. The president said that the budget and report of the Audit and Finance Committee will be reviewed in light of the changes proposed by the Administration.

The Director's Report:

The Director gave an update of the building and grounds which included the repairs of the leaks in the roof. She also discussed the circulation and services update in detail including the curbside services; easing employees back to work; revised hours of operation; and a tentative reopening date. Resolution 2020-05 will be submitted to the board for their approval. Also, an update on the summer reading program was on her report.

The Fiscal Officer's Report:

The Fiscal Officer provided her report to the board and stated that she has resolutions for the board to consider and approve regarding the 2020 and 2021 budget.

OLD BUSINESS:

None

NEW BUSINESS:

MOTION BY R. Smith, seconded by Karyn Seibel setting the schedule for reopening the Huron Public Library's functions with conditions under O.R.C. 3375.33, and hereby attached as Exhibit A. Roll Call – J. Giardina, Yea; T. Griffith, Yea; P. Jackson, Yea; K. Seibel, Yea; R. Smith, Yea; R. Williams, Excused; Rob Kozar, Excused. MOTION CARRIED. RESOLUTION NO. 2020-05.

MOTION BY Joe Giardina, seconded by Rob Smith requiring Joanne Kensik, Fiscal Officer, to meet with the finance and audit committee on or before June 16, 2020 to comply with O.R.C.3375.39 and to produce the required certification under that section for production at the next scheduled meeting. Roll Call – J. Giardina, Yea; T. Griffith, Yea; P. Jackson, Yea; K. Seibel, Yea; R. Smith, Yea; R. Williams, Excused; Rob Kozar, Excused. MOTION CARRIED. RESOLUTION NO. 2020-06.

MOTION BY Joe Giardina, seconded by Karyn Seibert adopting a reduced tax budget for the remainder of calendar year 2020, and hereby attached as Exhibit B. Roll Call – J. Giardina, Yea; T. Griffith, Yea; P. Jackson, Yea; K. Seibel, Yea; R. Smith, Yea; R. Williams, Excused; Rob Kozar, Excused. MOTION CARRIED. RESOLUTION NO. 2020-07.

MOTION BY Joe Gardina seconded by R. Smith adopting a revenue budget for the calendar year 2021 under the authority granted to the board by O.R.C. 5705.28, and hereby attached as Exhibit C.. Roll Call – J. Giardina, Yea; T. Griffith, Yea; P. Jackson, Yea; K. Seibel, Yea; R. Smith, Yea; R. Williams, Excused; Rob Kozar, Excused. MOTION CARRIED. RESOLUTION NO. 2020-08.

Mr. Rob Smith made a motion to eliminate the use of zoom for attendance purposes at board meetings. Mr. Joe Giardina seconded the motion.

Mr. Rob Smith made a motion to give the Director liberty to make changes to Exhibit A attached to resolution 2020-05, based upon any changes from the Ohio Department of Health, and Governor Dewine, regarding COVID-19 status. Mr. Joe Giardina seconded the motion, all voted in favor, the motion carried.

Mr. Rob Smith made a motion to cancel the regular meeting for July. No one seconded the motion, the motion failed.

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Mr. Rob Smith made a motion to enter into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee under O.R.C. 121.22 (G)(1). Mr. Joe Giardina seconded the motion. All voted in favor, the motion carried.

The Board returned to regular meeting at 8:30 pm.

MOTION BY Ms. Karyn Seibel seconded by Pete Jackson honoring Joanne Kensik, Fiscal Officer and Clerk of the board for her years of service and in appreciation for her singular performance over eight (8) years as she retires from this board on or about July 4, 2020. Roll Call – J. Giardina, Yea; T. Griffith, Yea; P. Jackson, Yea; K. Seibel, Yea; R. Smith, Yea; R. Williams, Excused; Rob Kozar, Excused. MOTION CARRIED. RESOLUTION NO. 2020-09.

Ms. Karyn Seibel made a motion to adjourn the regular meeting. Ms. Terry Griffith seconded the motion, all voted in favor, the motion carried.

The meeting adjourned at 8:42.

Terry R. Griffith, President

Diane Adams, Fiscal Officer