

Huron Public Library Board of Trustees
Minutes to Regular Meeting June 8, 2022

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

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

MOTION BY Trustee Williams, second by Trustee Giardina to approve the minutes of the May 11, 2022 regular meeting, and the special meetings of May 24th, and May 25th, 2022. Roll Call – Yeas 5, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS: Huron Riverfest 5 K information was passed around. A letter of thanks was read by the Fiscal Officer from Alyson Wilson of the Huron Historical. Society.

REPORTS:

President's Report:

None

Director's Report:

The Director presented her report to the board and highlighted on a couple items.

Fiscal Officer Report:

This Fiscal Officer presented her report to the board. She had three Then and Now purchase orders for the board to approve. These PO's were created for the use of re-allocating charges to the correct line item. MOTION BY Trustee Seibel, second by Trustee Williams to approve Then and Now PO's 169, 170, 171. Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

MOTION BY Trustee Kozar, second by Trustee Seible to approve the Revenue and Appropriation Supplemental Reports submitted by the Fiscal Officer for the month of May 2022. Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

Personnel Committee Report:

Chair Williams submitted the Personnel Committee minutes of May 17th, 24th, 25th and June 6th.

Audit and Finance Committee Report:

None

Building and Grounds Report:

Chair Giardina reminded the board of the vacancy on the committee, Rob Smith offered to be the third committee member on the Building and Grounds Committee. Chair Giardina stated that when the new director begins working that the committee will move forward on the objectives given by the consultant for the space use.

Strategic Planning Committee:

Chair Kozar stated that he is ready to write the strategic plan based upon all information and objectives received and that he should have it to the board to approve in July or August.

Contracts and Legislation:

None

OLD BUSINESS:

Revisit Eliminations of Fines and Books, Periodicals, and AV Material

MOTION BY Trustee Williams, second by Trustee Kozar to eliminate fines with the exception of hot spots, lost or damaged materials, mini projectors, launch pads, and backpacks. Roll Call: Yea -5, Nay – 0. Motion carried.

NEW BUSINESS

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

MOTION BY Trustee Seibel, second by Trustee Williams to accept the resignation of Karen Herwerden, Circulation Assistant. Roll Call: Yea -5, Nay – 0. Motion carried.

MOTION BY Trustee Kozar, second by Trustee Williams to approve the hiring of Danielle Brown, as part-time Children’s Assistant at the rate of \$12.00 per hour for 24 hours per week. Roll Call: Yea -5, Nay – 0. Motion carried.

MOTION BY Trustee Seibel, second by Trustee Giardina to approve the hiring of Chantelle Hutchinson, as part-time Circulation Assistant at the rate of \$12.00 per hour for 24 hours per week. Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

After a brief discussion, MOTION BY Trustee Giardina, second by Trustee Seibel to approve the contract for temporary cleaning services beginning June 13, 2022, with JdRs for \$2,268.00 a month. Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried. If for some reason JdRs cannot perform, Gergleys Cleaning Services will be notified to take the temporary job.

MOTION BY Trustee Kozar, second by Trustee Williams to accept the resignation of Trustee Terry Griffith as of May 16, 2022. Roll Call: Yea -5, Nay – 0. Motion Carried.

After a brief discussion, MOTION BY Trustee Williams, second by Trustee Kozar to make an addition to 2.12 in the By-Laws which states, **5. Exception to the Fifteen Year Rule When, for personal reasons, a long-term Board member is unable to complete a term that would meet the fifteen-year requirement, the Board may grant Emeritus Status as recognition for exemplary service. In this case, the vote of the Board shall be unanimous.** Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea, Motion Carried.

MOTION BY Trustee Seibel, second by Trustee Kozar to give Terry Griffith Emeritus Board Member status per Section 2.12 of the By-Laws for exemplary service to the Huron Public Library Board of Trustees. Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea, Motion Carried.

There was a short discussion on Riverfest Parade. The director will file any necessary forms to take part in the parade.

EXECUTIVE SESSION

MOTION BY Trustee Seibel, second by Trustee Kozar to adjourn from regular meeting and enter into Executive Session at 8:30 pm. to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. ORC 122.2 (G) (1). Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

The board came out of Executive Session at 8:48 pm.

MOTION BY Trustee Seibel, second by Trustee Kozar to hire Jennifer Buch as the new director for the Huron Library, Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

MOTION BY Trustee Williams, second by Trustee Seibel to offer Jennifer Buch a salary of \$72,000 a year. Roll Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith, Yea; and R. Williams, Yea. Motion Carried.

Huron Public Library Board of Trustees

June 8, 2022 There being no further business to discuss, MOTION BY
Page 3 Trustee Seibel second by Trustee Giardina to adjourn. Roll

Call: J. Giardina, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Smith,
Yea; and R. Williams, Yea. Motion Carried.

Meeting adjourned at 9:10 p.m.

Rob Smith, President

Diane Adams Fiscal Office