

Henderson Memorial Public Library  
54 E. Jefferson Street  
Jefferson, OH 44047

Regular Board Meeting

August 17, 2021

6:00 P.M.

**CALL TO ORDER:** Tania Burnett called the meeting to order at 6:00 P.M. and led the pledge of allegiance.

**ATTENDANCE:**

Members Present: Diana Brook Shannon Jones Fred Grimm Roger Craik  
Meagen Howe Dee Culbertson Chris Miller Tania Burnett  
Members Absent: Jessica Bailey  
Also Present: Bev Follin Ronni Charles  
Guest Present:

**AGENDA:** Motion 21-30: Fred Grimm made a motion to approve the agenda with an addition to New Business. Diana Brook seconded the motion. Motion carried.

**MINUTES:** Motion 21-31: Meagan Howe made a motion to approve the minutes. Shannon Jones seconded the motion. Motion carried.

**FISCAL OFFICER'S REPORT:** Ronni Charles reviewed all financial reports with all in attendance.

- ✓ For the next 2 years the PLF will remain at 1.7%.
- ✓ HVAC savings account. Before the end of the year the Board will need to decide how to fund the remaining loan payments for 2022. The final payment is scheduled for September 2022.
- ✓ The July 2021 Investments changed by (3,405.85). The decrease is due to old stocks being sold and new ones purchased. For the month of July, the investments added 6,057.00 in realized gains from the stock activities.
- ✓ Ronni stated that we still have not received a refund from Square for the Register purchased in April. The amount due is the sales tax that was charged. Ronni has filed a claim with the Ohio Attorney Generals office after many attempts to get this issue with resolved.
- ✓ Ronni informed all that she has filed through the Emergency Connectivity Plan (Erate) for 5 additional Hotspots that will be designated for school students only to check out. Currently waiting on approval.

**DIRECTOR'S REPORT:**

- ✓ Bev reviewed with all in attendance the July 2021 library stats.
- ✓ Bev discussed patron inquiries regarding hours open. She would like to open on Sundays again 1-5 after Labor Day. Gauging the COVID health reports in the next few months, she would like to discuss gradually remaining open a few days a week in the evenings.
- ✓ Bev continues to fill open positions. See full Director's report attached for all staff positions and info.
- ✓ Bev would like to close on November 5, 2021 for a Staff in-service day. Due to new staff, policies etc. need to be reviewed. Proceeds from the library getting an award of 50.00 for the entry in the Christmas in July parade in Jefferson. Bev discussed the next local parade coming up. More details to follow.
- ✓ Bev had her first outreach at the Village Table since COVID.
- ✓ Bev informed all that the big Book Sale is starting next week. There are so many materials the sale will be held on the Library floor.

**COMMITTEE REPORTS:**

**Building & Grounds:** Nothing to report.

**Tech:** Nothing to report.

**Planning Committee:** Nothing to report.

**Finance:** Nothing to report.

**Nominating:** The committee did meet to discuss the Board Member election process. Applications will be due in no later September 30, 2021. Applicants will be discussed in the October Board meeting.

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Personnel: Nothing to report.

Policy: Nothing to report.

Henderson Fun(d) Association: The committee will meet once the fundraiser mural is installed in a few weeks.

*OLD BUSINESS:*

*NEW BUSINESS:*

Meagen discussed the rise in COVID cases in the county.

**Motion 21-32:** Roger Craik made a motion to adjourn the meeting. Dee Culbertson seconded the motion. Motion carried.

With no further business, Tania Burnett adjourned the meeting at 6:50 pm.

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Ronni Charles, Fiscal Officer

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DeeAnna Culbertson, Secretary