

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

*Regular Board Meeting*

*December 12, 2023*

*6:00 P.M.*

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

**ATTENDANCE:**

Members Present: Fred Grimm Chris Miller Shannon Jones Jessica Bailey Roger Craik  
Fred Portz Dee Culbertson Karen Roderick Scott Wludyga

Members Absent:

Also Present: Bev Follin Ronni Charles Karen Pierce

Guest Present: Cheryl Principi Ken Hall Pat Bradek

Public Comments: Cheryl wished Bev well and is happy to meet her replacement, Karen Pierce.

**AGENDA:** **Motion 55-23:** Fred Grimm made a motion to approve the agenda. Jessica Bailey seconded the motion. Motion carried.

**MINUTES:** **Motion 56-23:** Roger Craik made a motion to approve the regular meeting minutes. Fred Portz seconded the motion. Motion carried.

**FISCAL OFFICER'S REPORT:**

- ✓ Ronni Charles reviewed November 2023 financial reports with all in attendance.
- ✓ Ronni reviewed the month of November 2023 investment report. For the month of November, the investments increased by \$26,598.05.
- ✓ Ronni stated for the month of November 2023 PLF Decreased .5% from the previous year. We are currently over budget for the year by \$(31,881.69).
- ✓ Ronni stated that the ERC reimbursement is on hold per the Accountant due to nationwide fraud. Hopefully it will be filed after the new year.
- ✓ Ronni discussed her working 5 days a week due to the Accelerating Learning grant. All has gone very well thanks to the Elementary School Administrative staff. Ronni will be going back to a 4-day work week in January 2024.
- ✓ Ronni has scheduled a meeting on January 19<sup>th</sup>, 2024 with the elementary school staff to discuss the next tutoring sessions for the Accelerating Learning grant.
- ✓ Ronni has applied again to 2 high school Philanthropy Groups for book monies to continue book purchases at JES.
- ✓ Ronni presented to the Board a request for a motion to approve the annual \$75.00 staff bonuses that are given in December.

**Motion 57-23:** Shannon Jones made a motion to approve a \$75.00 bonus for each staff member. Scott Wludyga seconded the motion. Jessica Bailey did roll call. All approved. Motion carried.

**DIRECTOR'S REPORT:**

- ✓ Bev reviewed with all in attendance the November 2023 library stats and reports.
- ✓ Bev reviewed numerous programs held in the month of November. She also discussed upcoming programs for December and the Library being in the upcoming Jefferson Christmas parade.
- ✓ Stanley Steamer cleaned all carpets on November 4th.

**COMMITTEE REPORTS:**

**Building & Grounds:** No report.

**Tech:** Scott stated that we have the permit for the new sign. Work could start as early as January 2024.

**Planning Committee:** Fred Grimm and Scott are critiquing the final version of the updated strategic plan. They will be forwarding all to Roger for a final review soon.

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

**Regular Board Meeting**

**December 12, 2023**

**6:00 P.M.**

**Finance:** Chris asked for a motion to approve the 2024 budget that was reviewed at the last meeting with 2 minor changes.

**Motion 58-23:** Fred Portz made a motion to approve the 2024 budget with minor changes. Karen Roderick seconded the motion. Jessica Bailey did roll call. All approved.

**Nominating:** No report.

**Personnel:** Jessica introduced the new Director, Karen Pierce.

**Policy:** Current policies reviewed renewed formatting in progress.

**Henderson Fun(d) Association:** No report.

**Adhoc Bylaws Committee:** On November 19, 2023 at the annual Association members approved the recommended minor changes to the Library By-Laws and Constitution.

**OLD BUSINESS:**

It was discovered that the personnel committee didn't discuss A severance package for Bev. An email motion and voting took part. See all emails attached. A **\$5,182 net** was approved and roll call was taken.

**Motion 59-23:** Shannon Jones made a motion to approve. Dee Culbertson seconded the motion. Email roll call was done and all approved.

Bev requested that the Historical Society be put on the February 2024 agenda to discuss them purchasing the small piece of land that sits between their building and the Library's.

**NEW BUSINESS:**

Dee passed around the sign-up sheet for the 2024 committees.

Dee announced that the open house for Bev is scheduled for December 20, 2023 from 10am-4pm. There are flyers going out and refreshments have been taken care of.

**Motion 60-23:** Fred Grimm made a motion to adjourn the meeting. Chris Miller seconded the motion. Motion carried.

With no further business, Dee Culbertson adjourned the meeting at 6:49 pm.

---

Ronni Charles, Fiscal Officer

---

Jessica Bailey, Secretary