

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

Regular Board Meeting

February 12, 2019

6:00 P.M.

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

ATTENDANCE:

Members Present:	John Broom	Chris Miller	Ellen Cufu	
	Diana Brook	Fred Portz	Shannon Jones	Meagen Howe
Members Absent:	Tania Burnett	Beth Jeppesen		
Also Present:	Bev Follin	Ronni Charles		
Guest Present:				

AGENDA: Approved as presented.

PUBLIC COMMENTS: None.

MINUTES: January 2019 Minutes addition: Henderson Foundation donation consists of \$25,000 donation & \$25,000 interest free loan to be paid back within 5 years. Minutes approved as corrected.

FISCAL OFFICER'S REPORT:

- ✓ Ronni distributed the January financial reports to all in attendance.
- ✓ Ronni presented to all in attendance the January Investment reports. For the month of January, there was an increase of \$16,631.76. \$35,000 was withdrawn from the investments for the 2019 Technology expenses and the replacing of all patron computers. She is keeping in contact with the Investment Advisor and watching it closely.
- ✓ Ronni stated that there was a \$50,000 deposit to the HVAC Savings account from donations. She paid \$100,000 on the loan principal made possible by all of the donations received.
- ✓ Ronni informed all that the Credit card policy has been updated using a template from OLC.
- ✓ Ronni passed around the documents to be sent to the Ohio Historical Society for approval to shred documents listed. Board members reviewed and approved the documents.

Motion 19-2: Meagen Howe made a motion to move the recent fundraising proceeds of \$2,411 from the Association savings account to the HVAC savings account. John Broom seconded the motion. Motion carried.

Motion 19-3: John Broom made a motion for approval of the updated Credit Card policy retroactive to February 1, 2019 as written. Ellen Cufu seconded the motion. Motion carried.

DIRECTOR'S REPORT:

- ✓ Bev presented the January stats that include the ICAN library stats
- ✓ Bev updated all in attendance the status of the new HVAC system work. The new floor has been completed. Bev is working on a few issues that need to be repaired. A tentative project completion date is March 1, 2019.
- ✓ Bev stated that the Emergency that came up regarding the hot water tank has been completed. HAVE did the replacement.

Motion 19-4: Meagen Howe made a motion to pay for the new water tank out of the contract contingency funds that are remaining with HAVE. Shannon Jones seconded the motion. Motion carried.

- ✓ Bev and staff will be attending the next Jefferson Local School Board meeting on February 19, 2019 @ 6pm. The topic of discussion will be the JES Library and the Believe in Reading Grant.

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COMMITTEE REPORTS:

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Building & Grounds: Nothing to report.

Finance: Nothing to report. Next meeting will need to be scheduled before the March meeting.

Nominating: Nothing to report.

Personnel: Nothing to report.

Planning Committee: Nothing to report. Reminder: The Board/Staff Strategic Planning meeting is scheduled for February 22, 2019 @ 5pm. The Committee received verification of the correct property lines for the Library.

Policy: Nothing to report.

Tech: Nothing to report. The next meeting will be scheduled in March. The survey has been put out for patrons and Meagen asked if there any ideas on how to push the surveys.

Henderson Fun(d) Association: Beth is absent tonight. For the "Romancing the Stone" fundraiser the total proceeds were \$2,411.00.

OLD BUSINESS:

NEW BUSINESS:

Bev informed everyone that the Jefferson Chamber of Commerce Banquet is scheduled for April 16, 2019. She asked for suggestions on either buying single tickets or a table. The table cost is \$150.00.

John informed all the new CDI (Cleveland Dental Institute) at the hospital have a program called CORE that gives non-profit employees a 40% discount on dental work.

With no further business, Diana Brook adjourned the meeting at 6:59 pm.



Ronni Charles, Fiscal Officer



Meagen Howe, Secretary