

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

*Regular Board Meeting                      January 8, 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            Beth Jeppesen            Chris Miller            Tania Burnett            Ellen Cuftr  
                                         Diana Brook            Fred Portz            Shannon Jones            Meagen Howe

Members Absent:

Also Present:                Bev Follin                Ronni Charles

Guest Present:

**AGENDA:** Approved as presented.

Chapin Longden, Notary for the State of Ohio, swore in the new Board of Trustee's Officers: Diana Brook President, Tania Burnett Vice-President & Meagen Howe Secretary.

**PUBLIC COMMENTS:** None.

**MINUTES:** December 2018 Regular Board meeting minutes stand approved as read.

**FISCAL OFFICER'S REPORT:**

- ✓ Ronni distributed the December financial reports to all in attendance.
- ✓ Ronni informed all in attendance that she received two donation checks, The Morrison Foundation \$20,000 & an Anonymous Donor for \$30,000. She also has a Donation from the Henderson Foundation for \$50,000. All are for the new HVAC system. Ronni has paid a total of \$100,000 on the principal of the Andover Bank Loan.
- ✓ Ronni presented to all in attendance the December Investment reports. For the month of December, there was a decrease of \$14,961.52 due to the market fluctuation. She is keeping in contact with the Investment Advisor and watching it closely.
- ✓ Ronni presented the HVAC funds report for the month. .

**DIRECTOR'S REPORT:**

- ✓ Bev presented the December stats that include the ICAN library stats
- ✓ Bev updated all in attendance the status of the new HVAC system work. During the HVAC installation the floor had been damaged and will need to be replaced. Due to contingency monies left, Bev has asked that the floor replacement be part of the contract.
- ✓ Bev stated that she would be placing the ad for the open part time position. She will be accepting applications until February 15, 2019.

**Motion 19-1:** Tania Burnett made a motion to approve the encapsulation and repairs to the storage room floor for \$6,500. This will be part of the HVAC project and contingency funds will be utilized. Ellen Cuftr seconded the motion. Motion carried.

**COMMITTEE REPORTS:**

**Building & Grounds:** Nothing to report. Bev will be requesting two more quotes for a new water tank.

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

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**Nominating:** Nothing to report.

**Personnel:** Nothing to report.

**Planning Committee:** Nothing to report. The Board/Staff Strategic Planning meeting is tentatively scheduled for February 22, 2019 @ 5pm.

**Policy:** Nothing to report.

**Tech:** Nothing to report. The next meeting will be scheduled in February.

**Henderson Fun(d) Association:** Beth stated that the committee meet last night to finalize tasks for the Romancing the Stone scheduled for February 8, 2019. There will be a Chinese Auction and a 50/50 raffle. Hors d oeuvres will be served.

**OLD BUSINESS:**

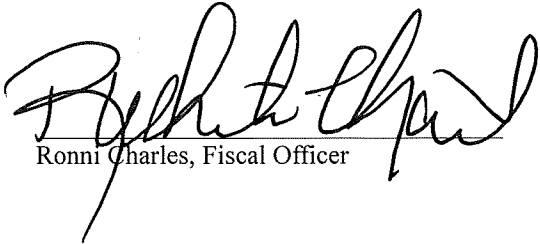
**NEW BUSINESS:**

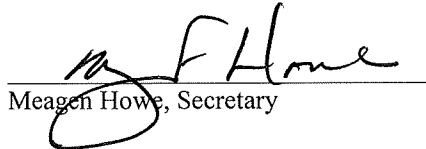
Bev stated that the ad for the summer landscaping would be going out in February.

All discussed the possibility of the Library becoming Fine Free for overdue amounts. More and more CLEVNET libraries are considering this. Ronni stated that the annual budget amount would need to be covered in some way.

Diana stated that the Committee Rosters have been completed and all have been notified.

With no further business, Diana Brook adjourned the meeting at 6:56 pm.

  
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Ronni Charles, Fiscal Officer

  
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Meagen Howe, Secretary