

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

*Regular Board Meeting*

*January 9, 2024*

*6:00 P.M.*

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

**ATTENDANCE:**

Members Present: Chris Miller Shannon Jones Jessica Bailey Ken Hall  
Fred Portz Karen Roderick Scott Wludyga Pat Bradek  
Members Absent: Fred Grimm  
Also Present: Ronni Charles Karen Pierce  
Guest Present:  
Public Comments:

**AGENDA:** **Motion 1-24:** Fred Portz made a motion to approve the agenda. Scott Wludyga seconded the motion. Motion carried.

**Election/Swearing in of Officers:**

**Motion 2-24:** Jessica Bailey nominated Shannon Jones for President. Scott seconded. Jessica Bailey nominated Scott Wludyga for Vice President. Shannon Jones seconded. All nominations carried. Jessica Bailey remains as Secretary. Chapin Longden swore in all elected officers and the Fiscal Officer.

**Appoint Committee Members:** Shannon passed around the committee sign up sheet. All selected their committees.

**Motion 3-24:** Karen Roderick made a motion to approve all committees and members. Jessica Bailey seconded the motion. Motion carried.

*2024 Meeting dates were discussed.*

**MINUTES:** **Motion 4-24:** Chris Miller made a motion to approve the regular meeting minutes. Pat Bradek seconded the motion. Motion carried.

**FISCAL OFFICER'S REPORT:**

- ✓ Ronni Charles reviewed December 2023 financial reports with all in attendance.
- ✓ Ronni stated that she has not received the December Investment Report from the bank yet. She will email out the December Investment Report once it is complete to all Trustees.
- ✓ Ronni stated for the month of December 2023 PLF Increased 2.1% from the previous year. We are currently over budget for 2023 by \$ 63,322.90.
- ✓ 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 will be contacting the bank to remove old signers from the Library accounts. All officers will be emailed by the Andover Bank representative to add all 3 positions as signers.
- ✓ Ronni presented to the Board a request for a motion to approve the annual wage increase approved in the 2024 budget of 3%.

**Motion 5-24:** Scott Wludyga made a motion to approve the 3% wage increase for all eligible staff members. Jessica Bailey seconded the motion. Jessica Bailey did roll call. All approved. Motion carried.

**DIRECTOR'S REPORT:**

- ✓ Karen reviewed with all in attendance the December 2023 library stats and reports.
- ✓ Karen stated that the Library participated in the Annual Christmas parade this year.
- ✓ Karen stated that there is still an Adult programming services position open. She also informed all that Ashlee Deitsch's, Youth programming, probationary period was extended for 30 days. Karen has not had the opportunity to really evaluate her programs and activities.

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**COMMITTEE REPORTS:**

**Building & Grounds:** Shannon will email all members to schedule a meeting to discuss foyer ceiling.

**Tech:** Scott will be scheduling a meeting.

**Planning Committee:** Fred Grimm is out. Karen will call him and remind him to schedule a meeting to discuss the 2024 Strategic Plan they are currently working on.

**Finance:** No report.

**Nominating:** No report.

**Personnel:** Jessica will be setting up a meeting to review the Adult Programming position.

**Policy:** Meeting will be scheduled in the future to review the policy binder.

**Henderson Fun(d) Association:** A meeting needs to be scheduled to discuss the 2024 fundraisers.

**OLD BUSINESS:**

**NEW BUSINESS:**

**Motion 6-24:** Karen Roderick made a motion to adjourn the meeting. Scott Whudyga seconded the motion. Motion carried.

With no further business, Shannon Jones adjourned the meeting at 6:39 pm.

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Ronni Charles, Fiscal Officer

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Jessica Bailey, Secretary