

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

Regular Board Meeting

June 11, 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:	Chris Miller	Ellen Cufu	Beth Jeppesen
	Diana Brook	Fred Portz	Shannon Jones Meagen Howe
Members Absent:	Tania Burnett	John Broom	
Also Present:	Bev Follin	Ronni Charles	
Guest Present:	Jen Square		

AGENDA: Approved as presented.

PUBLIC COMMENTS: None.

MINUTES: Approved as presented.

FISCAL OFFICER'S REPORT:

- ✓ Ronni distributed to all in attendance the month end May financials.
- ✓ Ronni reviewed with all the current balance of the HVAC savings account. She distributed to all in attendance the Andover Bank loan repayment schedule. If we just make the monthly payments, the loan will be paid off in September of 2022.
- ✓ Ronni discussed with all the May Investment report. For the month of May, the investments decreased \$9,971.71. She distributed an email to all from Dustin Anewalt, our advisor from First Commonwealth bank. Dustin will be attending the next Board meeting on July 14, 2019 to discuss options.
- ✓ Ronni stated that the PLF distribution this year compared to 2019 has increased by 4%.
- ✓ Ronni asked that a Budget Committee meeting be set up before the next meeting to discuss the 2020 budget. The report is due to the County Auditor by July 22, 2019.

DIRECTOR'S REPORT:

- ✓ Bev presented the May stats to all in attendance. Our Library does very well regarding e-media. Staff are working on increasing getting patrons in the door.
- ✓ Bev informed all the new plants are planted and landscaping is ongoing.
- ✓ Bev stated the new VoIP phones have been received.
- ✓ Bev informed all that the Library did submit a grant application to the State Library for Guiding Ohio. Decision will be made in mid-July.
- ✓ Bev informed all that our Trivia Team placed 2nd at the Perry Library.

COMMITTEE REPORTS:

Building & Grounds: Nothing to report.

Finance: A meeting will be scheduled before the next Board meeting.

Nominating: Nothing to report.

Personnel: Shannon stated that the committee had met with Ronni for her annual evaluation on June 6, 2019.

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Planning Committee: Nothing to report.

Policy: The Committee met to discuss closing procedures for Staff and Non-Staff. Sample policies were distributed. Bev asked for input regarding policies & procedures. The committee is currently working on reviewing the Master Policy manual.

Tech: Nothing to report

Henderson Fun(d) Association: Beth stated the committee is getting ready for the next big event, the Adult Art Show on August 16, 2019. The next meeting is scheduled for June 17, 2019 @ 5:00pm.


OLD BUSINESS:

The Ashtabula County Nursing Home will be processing paperwork to purchase the old air compressor.

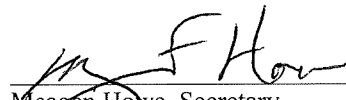
NEW BUSINESS:

N/A

With no further business, Meagen Howe adjourned the meeting at 6:47 pm.



Ronni Charles, Fiscal Officer



Meagen Howe, Secretary