

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

*Regular Board Meeting-ZOOM June 9, 2020 6:00 P.M.*

**CALL TO ORDER:** Tania Burnett called the meeting to order at 6:00 P.M.

**ATTENDANCE:**

Members Present: Fred Portz Roger Craik Dee Culbertson Diana Brook Ellen Cufu  
Meagen Howe Chris Miller Shannon Jones Tania Burnett

Members Absent:

Also Present: Bev Follin Ronni Charles

Guest Present:

**AGENDA:** **Motion 20-14:** Dee Culbertson made a motion to approve the meeting agenda. Shannon Jones seconded the motion. Motion carried.

**PUBLIC COMMENTS:** None.

**MINUTES:** **Motion 20-15:** Fred Portz made a motion to approve the May 2020 minutes. Dee Culbertson seconded the motion. Motion carried.

**FISCAL OFFICER'S REPORT:**

- ✓ Ronni presented to all the May financials.
- ✓ Ronni presented the May 2020 Investment report. For the month of May the investment value increased by 15,151.71.
- ✓ Ronni received a notice from UAN. They are waiving the 3<sup>rd</sup> quarter fees.
- ✓ Ronni stated that she has estimated that the June PLF will be 16% lower than last year.
- ✓ Ronni stated that the Library received 3 stars in the State of Ohio Stars program regarding Sunshine Law compliance.

**DIRECTOR'S REPORT:**

- ✓ Bev reviewed with all in attendance the May 2020 library stats. April 2020 was a bad month for us due to COVID-19 shutdown. Hoopla and Overdrive has increased during this time.
- ✓ Staff is slowly returning to their regular hours.
- ✓ Bev informed all that the new sidewalks are completed.
- ✓ Bev has been diligent in acquiring PPE for the staff and patrons.
- ✓ Bev stated all of the Programming staff have been hard at work planning virtual; activity packets and programming in Giddings Park.
- ✓ Bev and all in attendance discussed process planning to move forward with regular in-house services.

**COMMITTEE REPORTS:**

**Building & Grounds:** No Report. Bev informed the committee that the library is awaiting a quote from MyElectrician to refurbish the parking lot lights.

**Tech:** No Report.

**Planning Committee:** No report.

**Finance:** No Report.

**Nominating:** No report.

**Personnel:** A meeting needs to be scheduled to complete the Fiscal Officers evaluation.

**Policy:** Ellen reviewed with all the information collected for the last meeting regarding a Pandemic procedures and policies. Ronni will be working on a draft of the Pandemic plan for the Emergency Plan.

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

*Regular Board Meeting-ZOOM                      June 9, 2020      6:00 P.M.*

**Henderson Fun(d) Association:** Roger stated that some activities have been cancelled due to the pandemic. The spine label fundraiser is moving forward. Wreath making and the Adult art show is being looked at to move forward.

**OLD BUSINESS:**

COVID-19 Pandemic Measures: Phase 3 & 4 was discussed.

**NEW BUSINESS:**

**Motion 20-16:** Ellen Cufu made a motion to adjourn the meeting. Meagen Howe seconded the motion. Motion carried.

With no further business, Tania Burnett adjourned the meeting at 6:52 pm.

\_\_\_\_\_  
Ronni Charles, Fiscal Officer

\_\_\_\_\_  
Ellen Cufu, Secretary