



ALGER PUBLIC LIBRARY  
of The Upper Scioto Valley School District

BOARD OF TRUSTEES - REGULAR MEETING MINUTES

Meeting Date: Tuesday, March 22, 2023

Time: 6:20 PM

Note: Meeting was originally scheduled for 3/28/23; rescheduled.

1. The meeting was called to order by Tim LuceWireman.

a. Roll Call (*present checked*):

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Tim LuceWireman                  | <input type="checkbox"/> Craig Decker                          | <input checked="" type="checkbox"/> Jane Wilcox |
| <input type="checkbox"/> Lori Dyer                                   | <input checked="" type="checkbox"/> Stephanie Nichols          | <input checked="" type="checkbox"/> Rhonda Hunt |
| <input type="checkbox"/> Katherine Moore                             | <input type="checkbox"/>                                       |   |
| <input checked="" type="checkbox"/> Stacey Hensley, Library Director | <input checked="" type="checkbox"/> Kathy Hull, Fiscal Officer |   |

b. Agenda approval: Motion was made by Rhonda to approve the agenda, with Tim's proposed addition to new business: "Accounting Services re: Fiscal Officer." Stephanie seconded. Motion carried.

2. Approval of Minutes: Jane distributed the minutes of the February Regular Meeting before today's meeting. Motion was made by Stephanie to approve the minutes with the following corrections: paragraph 7a: correct spelling of "sewar" to "sewer," and paragraph 8a: correct first sentence to read, "Hired USV student Kiree Zylar Carey...". Rhonda seconded. Motion carried.

3. Financial Report: Kathy Hull submitted the February Financial Report.\* Kathy recommended moving \$130 from line 332 maintenance & repair, to line 342 Liability & insurance premiums. Motion was made by Jane to approve the Financial Report, which includes the bank statements, cash journals, revenues, expenditure reports, and the paying of bills in the amount of \$18,865.73, and to move \$130 from 332 maintenance & repair, to line 342 liability & insurance premiums. Rhonda seconded the motion. Motion carried.

Kathy said it's her last board meeting, she will transfer everything over to the Board if there is no Fiscal Officer, and the bank records will have to be changed, she can create a user name and password for us.

4. Circulation Report: Stacey presented the February Circulation Report.\* Motion was made by Rhonda to approve the Report. Stephanie seconded. Motion carried.

5. Public Comments and Correspondence: Patron Sarah Lyons loves the library, and added that prices for copies are the best around. Patron Charles Howard loves making copies here, plans on coming here for a long time.

6. Director's Report: Stacey presented the 03/28/2023 Director's Report.\* Motion was made by Jane to approve the Report. Rhonda seconded. Motion carried. Tim reported Labor's Local 329 donated \$2,000 to library. Stacey reported that the event at the school assembly is set for May 23<sup>rd</sup> to help promote summer read program. She coordinated with school librarian Melissa Moore; the Library is funding the activity.

7. Old Business:

a. Plumbing Estimates: Jim Grothouse did contact Paul Osborne, they don't know if tap is still usable until they dig it up to check. If tap is usable, the price quoted would be adjusted down. Stephanie motioned to approve the contract with Grothouse Plumbing to repair the drains, which would be scheduled in May, to do the option that goes through the floor in the boys' restroom. Rhonda seconded. Motion carried.

b. Open: None.

8. New Business:

a. Public Release of Information Form\*: Jane motioned to give our employees the option to keep their personnel information private. Rhonda seconded. Motion carried.

b. New Fiscal officer (added): Tim reported that he contacted ES Evans and Company accounting services for a quote for contracted accounting services. ES Evans gave estimate of \$800 per month. ES Evans will not use UAN, they use Quick Books. Tim called OLC Michelle Francis, to ask how to proceed if that's the route we want to take. ES Evans contact said she could come make a presentation to the Board if we want. Tabled for now. Rhonda motioned to put Tim as the temporary Fiscal Officer, until we find a new hire or use accounting services contract. Stephanie seconded. Motion carried.

b. Open: None.

9. Adjournment: Stephanie motioned to adjourn; seconded by Rhonda. Motion carried. Meeting adjourned at 7:35 PM. Next regular meeting scheduled for 04/25/23.

Jane Wilcox  
Trustee, Recording Secretary

Tim LuceWireman  
President

\* Copy in File.