



ALGER PUBLIC LIBRARY
of The Upper Scioto Valley School District

BOARD OF TRUSTEES - REGULAR MEETING MINUTES

Meeting Date: Tuesday, February 28, 2023

Time: 6:00 PM

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

a. Roll Call (*present checked*):

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Tim LuceWireman | <input checked="" 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 checked="" type="checkbox"/> Katherine Moore | <input type="checkbox"/> | |
| <input checked="" type="checkbox"/> Stacey Hensley, Library Director | <input checked="" type="checkbox"/> Kathy Hull, Fiscal Officer | |
| <input checked="" type="checkbox"/> Jim Grothouse guest, owner of Grothouse Plumbing and Heating. | | |

b. Agenda approval: Stephanie motioned to approve the agenda; seconded by Rhonda. Motion carried.

2. Approval of Minutes: Jane distributed the minutes of the January Regular Meeting before today's meeting. Motion was made by Stephanie to approve the minutes as submitted. Rhonda seconded. Motion carried.

3. Financial Report: Kathy Hull submitted the January Financial Report.* 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 \$20,228.71. Rhonda seconded the motion. Motion carried. Jane motioned to approve the 2023 Final Appropriations; Rhonda seconded. Motion carried.

4. Circulation Report: Stacey presented the February Circulation Report.* Motion was made by Katherine to approve the Report. Craig seconded. Motion carried.

5. Public Comments and Correspondence: Elizabeth Nichols loves the library.

6. Director's Report: Stacey presented the Director's Report* dated 02/28/2023. Motion was made by Stephanie to approve the Report. Katherine seconded. Motion carried.

7. Old Business:

a. Plumbing Estimates: Jim Grothouse described how the sewage pipe under the building is separated. The liquids drain out, the solids remain. That's what's causing the repeated problem. The problem is located just outside Stacey's office. One option is to wet cut the floor, clean out (is about 1 foot deep, fairly shallow in the building). Don't know what will be underground. Option 2 is to reroute it and forget about the pipe that's there. The option 2 work would go into the boys room, cut some floor, contain the digging mess

in the bathroom, reroute new drain pipe to connect into the town drain. Jim will check the sewer tap on lot next door to see if it's still good. Need 10" of slope. They would cement the floor in the boys' room, and then we would need to put down flooring. Tabled until more information is received about the sewer tap on the adjacent lot is researched. Jim Grothouse was thanked for all the work he did to help us identify the problem and for helping us find solutions.

b. New Hire Policy: Based on advice from Prosecutor's Office* we are able to set the new hire policy we want. We don't have to follow exactly the school's policy.

c. Open: None.

8. New Business:

a. Student Library Assistant: Hired USV student going Zylar Carey comes every day after school. 10 hours per week. Stephanie motioned to approve a second student hire in April; Rhonda seconded. Motion carried.

b. Storage Space for Files: Kathy needs locked storage for documents that have personnel or banking information. Kathy to research cabinet. Possibly get lockable totes to store in the attic. Tabled until next meeting.

c. Open: Kathy submitted resignation effective March 29th. Direct deposit tabled until next Fiscal Officer is appointed.

9. Adjournment: Motion to adjourn was made Stephanie; seconded by Rhonda. Motion carried. Meeting adjourned at 7:40 PM.

Jane Wilcox
Trustee, Recording Secretary

Tim LuceWireman
President

* *Copy in File.*