



ALGER PUBLIC LIBRARY
of The Upper Scioto Valley School District

BOARD OF TRUSTEES - REGULAR MEETING MINUTES

Meeting Date: Tuesday, May 23, 2024

Time: 6:15 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 type="checkbox"/> Rhonda Hunt |
| <input type="checkbox"/> Heather Curl | <input checked="" type="checkbox"/> | |
| <input checked="" type="checkbox"/> Stacey Hensley, Library Director | <input checked="" type="checkbox"/> Stephanie Nichols, Fiscal Officer | |
| <input checked="" type="checkbox"/> Pam Mann Beverly, Guest | | |

b. Agenda approval: Motion was made by Jane to approve the agenda, with the following additions: under New Business, add: "WKTN Prize Box." The motion was seconded by Stephanie. Motion carried.

2. Approval of Minutes: Jane distributed the minutes of the April Regular Meeting before today's meeting. Motion was made by Craig to approve the minutes with the following corrections: Add Heather Curl to Roll Call; in paragraph 7a, change "effective on" to "retroactive to"; and in paragraph 7b, after \$2,000.00, add "and a \$200.00 cash donation from himself and his wife." Stephanie seconded. Motion carried.

3. Financial Report: Stephanie submitted the April 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 \$22,203.85. Craig seconded the motion. Motion carried.
Stephanie is working with the Fiscal Officer from Hardin Northern, and together they found some corrections. Tim suggested checking fundraising deposits or check if items in the inventory are being depreciated in program.

4. Circulation Report: Stacey presented the April 2024 Circulation Report.* Motion was made by Stephanie to approve the Report. Jane seconded. Motion carried.

5. Director's Report: Stacey presented the Director's Report* dated 5/23/2024. Motion was made by Craig to approve the Report. Stephanie seconded. Motion carried.

6. Public Comments and Correspondence: Patron commented on her first time visiting the library that we have a cute little library.

7. Old Business:

a. Fundraising Updates: Attached "Fundraising 2024" report is year-to-date total.

The paint-and-sip event was a complete success, raising \$738.00, and was well received by all who attended.

b. New Trustee Interest: Pam Mann Beverly expressed her interest in being a Trustee. Jane motioned to approve her nomination to the Board of Education, Stephanie seconded. Motion carried.

c: Open: None.

8. New Business:

a. Employee Maternity Leave: One employee is requesting time off for maternity purposes starting October 16. Stacey feels the remaining staff can cover for her. FMLA leave is not an option, but an unpaid leave of absence can be approved.

b. Website Host Service: Stacey reported that the host service provided to Norweld, Cherry Hill, is very expensive and has shown to be not a very good service. Norweld agreed to cover the cost for one year until we find a new provider. Oplin is a possibility, which is \$432 per year, \$32 more than what we pay Norweld. Motion made by Stephanie to approve Oplin, Craig seconded, motion carried.

c. Compliance Training: Stephanie described the five Cs of compliance training. Calm, Credibility, Clarity, Confidence, and Courage.

d. WKTN Prize Box: WKTN does a contest every summer vacation, which awards prizes and is publicity for the organizations involved. Stephanie motioned to sponsor the WKTN prize box, limiting the cost to \$50.00. Craig amended the motion to \$50 per month for 4 months, Stephanie seconded. Motion to amend carried. Craig seconded Stephanie's amended motion. Motion carried.

Open: None.

9. Adjournment: Motion to adjourn was made by Jane; seconded by Craig. Motion carried. Meeting adjourned at 7:40 PM. Next regular meeting scheduled for June 18, 2024, at 6:00 PM.

Jane Wilcox
Trustee, Recording Secretary

Tim LuceWireman
President

* *Copy in File.*