

Minutes
Board of Trustees
Licking County Library
Special Board Meeting
April 27, 2016

The Board of Trustees met in special session on Wednesday, April 27, 2016 in the 2nd Floor Conference Room of the Main Library. President Mr. Thad Claggett called the meeting to order at 4:00 p.m. The following trustees answered the roll call of President Mr. Thad Claggett: Mr. Martin (Marty) Altmaier, Mrs. Ruth Campolo, Ms. Marty Morrison, Mrs. Kathy Myers, Mr. Barry Riley, Mr. Don Urban and Mr. Thad Claggett.

Staff Present: Mrs. Babette Wofter, Director; Mrs. Sandra Lodge, Fiscal Officer; Ms. Tracey Wolfle, Human Resources Manager; Mrs. Tracy Groves, Executive Assistant; Mr. Ryan Worbs, Deputy Fiscal Officer and Mrs. Mary Harmon, Head of Adult Services.

Adoption of Agenda

The Board of Trustees unanimously agreed to adopt the agenda as presented. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The president declared the motion passed.

Public Comments

None

Minutes for the Board Meeting, March 16, 2016

The Board of Trustees unanimously agreed to approve the Regular Business Meeting Minutes of March 16, 2016. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The president declared the motion passed.

Committee Reports

Finance Committee Report

Ms. Morrison reported on the April 20, 2016 Finance Committee Meeting. Ms. Morrison recommended approval of the financial reports for the month of March which include the General Fund and the Building & Repair Fund. The committee reviewed reports from the Fiscal Officer regarding bills, payroll, and transfers. Ms. Morrison

016-033

Adoption of
Agenda

016-034

Approval of
Regular
Business
Meeting
Minutes

MOVED and Mrs. Campolo SECONDED that approval be given to accept the March reports as submitted. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The president declared the motion passed.

016-035
Approval of
March
Financials

Event Space Project Update

Mr. Claggett presented an update on the most recent architectural drawings for the event space project.

24/7 Library Proposal

Mr. Riley MOVED and Ms. Morrison SECONDED to proceed with a longer payment period by Envisionware to secure a 24 Hour Library-in-a-Box to be placed in the Licking Heights School District. The additional amount approved by the Board of Trustees for the box, shipping, installation site prep and canopy is up to \$78,909.00. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The president declared the motion passed.

016-036
Approval to
Proceed with
Payment
Option for
24 Hour Library

Mr. Urban MOVED and Mrs. Campolo SECONDED to proceed with securing grant funding for an Envisionware 24 Hour Library to be placed in the Wyatt Atkins Memorial Park. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The president declared the motion passed.

016-037
Approval to
Proceed with
Securing Grant
Funding for 24
Hour Library

Policy Revisions

Mr. Riley MOVED and Mrs. Myers SECONDED that approval be given to revise the following policies: Library's Public Behavior Policy and Tobacco-Free Policy. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The president declared the motion passed.

016-038
Approval to
Revise
Library's
Public
Behavior Policy
and Tobacco-
Free Policy

There being no further business, the President declared the meeting adjourned at 4:55 p.m.

The next Regular Business Meeting will be Wednesday, May 17, 2016 at 4:00 p.m. in the 2nd Floor Conference Room of the Main Library.

President

Secretary