

Minutes
Board of Trustees
Licking County Library
Special Business Meeting
April 15, 2020

The Board of Trustees met in special session on Wednesday, April 15, 2020 in a virtual meeting via conference call. 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. Marty Altmaier, Mrs. Ruth Campolo, Mrs. Kathy Myers, Mr. Barry Riley, Mrs. Debbie Seibel, Mr. Don Urban, and Mr. Thad Claggett.

Staff Present: Mrs. Babette Wofter, Director; Mrs. Sandra Lodge, Fiscal Officer; Ms. Kerrill Foster, Deputy Fiscal Officer; Ms. Tracey Wolfle, Human Resources Manager; Mrs. Tracy Groves, Executive Assistant; Mrs. Laura Appleman, Community Engagement Manager; Mrs. Mary Harmon, Public Services Manager; Mrs. Deb Holman, Support Services Manager; Ms. Julia Walden, Extended Services Manager; Mr. Kent Daniels, Adult Services Coordinator; and Marisa Glaviano, Youth Services Coordinator.

Adoption of Agenda

Mr. Altmaier MOVED and Mrs. Myers SECONDED to adopt the agenda as presented. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mr. Riley Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Public Comments

None

Financial Reports for March 2020

Financial Reports for March 2020

The financial reports for March 2020 including bills, payrolls, and transfers were presented to the board for their approval. The balance at the end of March was \$3,595,744.49. Receipts in the General Fund at the end of March were \$1,533,925.59. Disbursements in the General Fund for March totaled \$442,951.85. Receipts in the Building & Repair Fund totaled \$13,042.20 and disbursements totaled \$120,416.60. Mr. Altmaier MOVED and Mrs. Myers SECONDED that approval be given to accept the March reports as submitted. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

020-029
Adoption of
Agenda

020-030
Approval of
February
Financials

Families First Coronavirus Response Act

Mr. Riley MOVED and Mrs. Campolo SECONDED the approval of *Policy 3.106 Sick Leave Addendum (New)* and *Policy 3.108 FMLA Addendum (New)*. The policies are effective April 1, 2020 through December 31, 2020. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Revised Budget Per Anticipated Reduction in the Public Library Fund

Mr. Altmaier MOVED and Mrs. Myers SECONDED to approve the revised General Fund budget and the Building & Repair budget. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mr. Urban, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Executive Session

Mr. Riley MOVED and Mr. Urban SECONDED that the Board go into executive session at 4:55 p.m. to discuss the compensation of a public employee. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Upon reconvening in public session at 5:15 p.m. Mr. Altmaier MOVED and Mr. Urban SECONDED that approval be given to continue to pay staff at regular wages until further notice. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Old Business

None

New Business

None

Other

None

There being no further business, the President declared the meeting adjourned at 5:19 p.m.

The next Regular Business Meeting will be Wednesday, May 13, 2020 at 4:00 p.m. in the 2nd Floor Conference Room of the Main Library.

020-031
Approval of
Policies

020-032
Approval of
Revised Budget

020-033
Approval to
Go into
Executive
Session

020-034
Approval to
Continue to
Pay Staff Until
Further Notice

President

Secretary