

**Minutes
Board of Trustees
Licking County Library
Regular Business Meeting
May 13, 2020**

The Board of Trustees met in regular session on Wednesday, May 13, 2020 in a virtual meeting via Zoom. 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, Mrs. Debbie Seibel, Mr. Don Urban, and Mr. Thaddeus Claggett.

Excused: Mr. Barry Riley

Staff Present: Mrs. Babette Wofter, Director; Mrs. Sandra Lodge, Fiscal Officer; Ms. Tracey Wolfle, Human Resources Manager; Mrs. Tracy Groves, Executive Assistant; Mrs. Marisa Glaviano, Youth Services Coordinator; Mrs. Mary Harmon, Public Services Manager; Mrs. Deb Holman, Support Services Manager; Mrs. Laura Appleman, Community Engagement Manager; Mrs. Julia Walden, Extended Services Manager; Ms. Kerrill Foster, Deputy Fiscal Officer; Mr. Craig Snyder, Maintenance Specialist; Mrs. Julie McElhaney, Branch Supervisor; Mrs. Ada Myers, Circulation Supervisor; Ms. Bobbi Galvin, Branch Supervisor; Mr. Bill Whipkey, Head of Building Services; and Mrs. Lindsay Kelly, Assistant Adult Services Coordinator.

Adoption of Agenda

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

Public Comments

None

Minutes for the Regular Business Meeting. March 18, 2020

Mrs. Seibel MOVED and Mr. Altmaier SECONDED to approve the Regular Business Meeting Minutes of March 18, 2020. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Minutes for the Special Board Meeting. April 15, 2020

020-038
Adoption of
Agenda

020-039
Approval of
Regular
Business
Meeting
Minutes

Mrs. Myers MOVED and Mrs. Campolo SECONDED to approve the Special Board Meeting Minutes of April 15, 2020. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

020-040
Approval of
Special
Board
Meeting
Minutes

Minutes for the Special Board Meeting, May 4, 2020

Mr. Urban MOVED and Mrs. Myers SECONDED to approve the Special Board Meeting Minutes of May 4, 2020. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

020-041
Approval of
Special
Board
Meeting
Minutes

Announcements, Presentations, Correspondence

Mrs. Seibel shared highlights of the Ohio Library Conference Trustee Workshop she attended on March 7, 2020, including library funding, legal issues, and boardmanship.

Committee Reports

Fiscal Officer's Report

Financial Reports for April 2020

The financial reports for April 2020 including bills, payrolls, and transfers were presented to the board for their approval. The balance in the General Fund was \$3,270,860.07. Receipts in the General Fund at the end of April were \$182,303.71. Disbursements in the General Fund for April totaled \$307,188.13. Receipts in the Building & Repair Fund totaled \$281.65 and disbursements totaled \$90,600.59. Mrs. Myers MOVED and Mr. Altmaier SECONDED that approval be given to accept the April reports as submitted. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

020-042
Approval of
April Financials

Gifts – May 2020

Unrestricted: \$2.00 from anonymous donation

020-043
Approval of
Gifts

Mrs. Myers MOVED and Mr. Urban SECONDED that approval be given to accept the May gifts as submitted. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Other
None

Director's Report

Personnel Report

Mr. Urban MOVED and Mr. Altmaier SECONDED that the following Personnel changes be accepted. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Retirement

Garry Goldsmith Bookmobile Driver
Effective: 4.30.20

Resignation

Elizabeth Burnett Part-time Branch Assistant at Hebron
Effective: 4.10.20

Other

Mr. Urban MOVED and Mrs. Campolo SECONDED that approval be given to recall staff that have been furloughed as library services are reinstated and they are needed to perform the work. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mrs. Seibel, Yes; Mr. Urban, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Old Business

Other
None

New Business

Mr. Claggett left the meeting at this time.

Upcoming Board Member Term Expiration: Thaddeus Claggett

Mr. Urban MOVED and Mr. Altmaier SECONDED to recommend the reappointment of Mr. Thaddeus Claggett. A letter will be sent to the Licking County Commissioners respectively asking for the reappointment to the Library Board for a 7-year term commencing September 1, 2020 and ending August 31, 2027. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mrs. Myers, Yes; Mrs. Seibel, Yes; and Mr. Urban, Yes. The motion was declared passed.

There being no further business, the meeting was declared adjourned at 4:43 p.m.

The next Regular Business Meeting will be Wednesday, July 15, 2020 at 4:00 p.m. in the 2nd Floor Conference Room of the Main Library.