

CLYDE PUBLIC LIBRARY BOARD MEETING

February 27, 2023

Meeting convened at 7:00 p.m. by President Sue Norris

Present: Sue Norris, Steve Kaple, George Johnston, Scott Prunty

Others Present: Beth Leibengood, Director, Karen Gerber Fiscal Officer

Absent: Karen Langley, Nancy Hanger, Marie Archer

**Minutes:** Motion to accept minutes as written by Kaple, seconded by Johnston. Motion carried unanimously.

**Correspondence:** None

**Gifts:** \$53.40 to be accepted. Motion to accept by Prunty, seconded by Kaple. Motion carried unanimously.

**Director's Report:**

- Under Building's and Grounds, Bayside Comfort and Heating completed all the work for furnace replacement, and it came in on budget as estimated.
- The refrigerator in the staff room, which was 30 years old, has been replaced at \$848. There was a problem with business credit card (since fixed), so the Director paid for it herself. The Fiscal Officer reimbursed her, and this is reflected in the fiscal report.
- Upcoming Programs at the Library
  - Easter Wreath Craft- March 9, 7:00 p.m.
  - Family Movie Matinee- March 11, 2:00 p.m.
  - Indoor Drive-in Movie- March 16, 6:00 p.m.
  - Drop off paper shredding service- March 25, 1:00 p.m.

**Fiscal Officer's Report:** As of 1/31/2023, the General Fund balance was reported to be \$1,433,430.96.

The Fiscal Officer has submitted her Annual Report to the State of Ohio.

The month's report shows a payment concerning a recently retired employee, which shows a payout for her unused sick leave, at \$1,807.

This month's report shows two monthly payments for both Clevnet and the copier costs. In both cases, this is due to the bills coming in the shortened month of February. There are not actually double charges for these items.

This month included a large payment to Bayside Comfort and Heating, of \$13,045. This is the second half of the previously mentioned furnace replacement.

The Fiscal Officer is working on changing the signature cards for our bank accounts to reflect our new Officer positions.

We have two CD's that are expiring. One is for \$102,000 and the other is \$802,000. They were both 6-month terms at 1%. We can put these into new CDs at a 15-month term earning 4.25%. Motion made to instruct the Fiscal Officer to do so by Johnston, seconded by Prunty. Motion passed unanimously.

Motion to accept the Fiscal Officer's report by Kaple, seconded by Prunty. Motion carried unanimously.

**Old Business:** None

**New Business:** The upcoming Levy was briefly discussed. A renewal at 1.5 mils with a 10 year term, as before, is favored. In March, the Board plans to write a letter to the County Prosecuting Attorney. In April, the Auditor is contacted. In May the School Board is informed. No further actions are necessary at this time. A Levy committee will be formed at the next meeting. A motion to move forward with this timeline was proposed by Johnston, seconded by Kaple, approved unanimously.

**Motion to adjourn** by Kaple, seconded by Prunty. Motion carried unanimously; meeting adjourned at 7:40 p.m.