

CLYDE PUBLIC LIBRARY BOARD MEETING

January 23, 2023

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

Present: Sue Norris, Nancy Hanger, Marie Archer, Steve Kaple, George Johnston, Scott Prunty

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

Absent: Karen Langley

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

**Correspondence:** None

**Gifts:** \$19.45 to be accepted. Motion to accept by Archer, seconded by Hanger. Motion carried unanimously.

**Director's Report:**

- Under Building's and Grounds, Bayside Comfort and Heating replaced the two main twinned furnaces and the outside A/C units. The previous system was installed during the library expansion and was thus over 30 years old. The total cost of this work, including labor and warranty, was \$26,095. Due to the large cost, the Director has addressed this matter with the Board at the time that the heat went out and had been directed to replace the furnaces. Motion was made at this time to approve the \$26,095 for the H/VAC system replacement by Archer, seconded by Kaple. Motion carried unanimously.
- Director reported that this season's snow removal services, by Seth Meyer, has been satisfactory.
- Director proposed a Notary Service Policy, as the library does not have one currently. Motion to accept proposed policy by Johnston, seconded by Kaple. Motion carried unanimously. Board agreed to pay the annual commission fee for the staff member that will provide this service for our patrons.
- Director reported that the library handed out 2,157 COVID tests in 2023. This program is provided by the State of Ohio for our patrons and there is no cost to the library.
- The annual fee for our Clevnet membership was projected at \$21,165.29 but was billed at \$19,843.75 due to a carryover from last year.
- Upcoming Programs at the Library  
RPG Clubs- Adults Wednesdays 5:00-8:00 p.m. Teens Saturdays 1:00-4:00 p.m.  
Family Movie Matinee February 4 2:00-4:00 p.m.  
Knifty Knitters 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays 9:00a.m.-12:00p.m.  
Spice of the Month Club

Library will be closed on February 20<sup>th</sup> for President's Day. The next Board meeting will therefore be February 27, 7:00 p.m.

**New Business:** Board of Trustee's reorganization for 2023. A slate of positions was proposed consisting of Sue Norris as President, George Johnston as Vice-President, Karen Langley as Secretary. Motion to adopt this proposal by Archer, seconded by Prunty. Motion carried unanimously.

As our current tax levy expires this November, we will ask the County Auditor for levy information after the next meeting. Preliminarily, we will begin to form a Levy Committee and begin planning after the February meeting.

**Fiscal Officer's Report:** The previously approved pay changes for employees is reflected in the current monthly statement for the first time.

The annual premium for building insurance from Hasselbach Paul agency was \$8,092. This is in line with previous year's bills.

As of 12/31/2022, the General Fund balance was reported to be \$1,465,080.18.

Motion to transfer \$20,000. from the general fund contingency to property maintenance services fund made by Archer, seconded by Johnston. Motion carried unanimously. This motion concerned the furnace replacement costs.

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

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