



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

January 18, 2017

The Marysville Public Library Board of Trustees met on January 18, 2017.
Attending: Perry Parsons, Chad Seeberg, David G. Speicher, Anita Tiller, Robert Buckley, Rhonda Thompson and Rebecca Wever
Absent: None
Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford
Guests: Dave Irish, Melissa Hackett and Bethany Crozier

CALL TO ORDER

Chad Seeberg, President, called the meeting to order at 5:02 p.m.

MEET THE STAFF

Director Nowels introduced staff member Bethany Crozier. Bethany told the board a little bit about herself. Bethany was a volunteer, before becoming a page and then moved up to Circulation Staff. Bethany has two Associates Degrees in Medical Billing and Coding Informatics. She graduated with Honors. Bethany’s 3rd degree will be an Associate of Arts. Bethany and her Fiancée enjoy movies, Netflix and eating their way around Columbus. Bethany most enjoys making library cards for kids.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the December 14, 2016 meeting.

Motion 1-17

Rebecca Wever moved approval of the minutes, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda. Agenda was amended to add Oath of Office for returning board member Chad Seeberg.

Motion 2-17

Rhonda Thompson moved approval of the agenda as amended, seconded by David Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Aye

Agenda approved as amended.

OATH of OFFICE-

Perry Parsons was sworn in as a new board member, filling the vacancy left by Sue Irwin. That term ends December 2018. Chad Seeberg was sworn in as a returning board member. Mike Schmenk was sworn in for another term as Fiscal Officer.

ELECTION of OFFICERS-

President- Chad Seeberg
Vice-President- Rebecca Wever
Secretary- Rhonda Thompson

Motion 3-17

Robert Buckley moved to approve slate of candidates as officers for 2017 as presented, seconded by David Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Aye

Slate of officer approved as presented.

REGULAR MEETING DATE and SCHEDULE-See attached for schedule details.

Motion 4-17

Rebecca Wever moved to approve the schedule (Wednesday following the third Monday) as presented, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Aye

Regular Meeting Date and Schedule approved as presented.

RESOLUTION for FISCAL OFFICER’S SALARY-

Motion 5-17

Rhonda Thompson moved to approve the resolution for a 3% increase for the Fiscal Officer’s Salary as presented, seconded by Robert Buckley.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Aye

Resolution for Fiscal Officer Salary approved as presented.

FISCAL OFFICER BOND-

Motion 6-17

Robert Buckley moved to approve the fiscal officer’s bond of \$100,000 as presented, seconded by David Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Aye

Fiscal Officer’s bond of \$100,000 approved as presented.

FRIENDS OF THE LIBRARY UPDATE – Melissa Hackett reported that the new total for the Endowment was \$245,619. The Friends will be giving the Library \$11,053 for upcoming events in 2017. There is increased participation and enthusiasm in the Friends. The Friends are working on getting matching funds from Honda Hero's and other company matching. Dave Irish reported that the Friends are looking for Bio's for Honorees of the Friends. Ticket sales for the Author Series is going well. Please Donate and become a Friend of the Library.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the financial report. Mr. Schmenk answered questions about the 2016 budget and expenses.

President Seeberg asked if there were any corrections to the Financial Report for December 2016.

Motion 7-17

Anita Tiller moved approval of the December 2016 report as presented, seconded by Rebecca Wever.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Aye

The financial report was approved as presented.

DIRECTOR'S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. Director Nowels is talking with other libraries regarding renovation. Ms Nowels also reported that we hope to do a soft roll-out of delivery to the schools this spring. The two new doors and window installed at MPL Raymond look great. One door remains to be installed. The Library had over 700,000 circulations for 2016 and has more than 2,500 likes on Facebook. Director Nowels is buying lunch for the staff on January 24, 2017 to celebrate these milestones.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley –Nothing to report.

Planning and External Relations – Rhonda Thompson (Chair), Anita Tiller – Nothing to report

Operations – Robert Buckley (Chair), Rebecca Wever, David G, Speicher- Nothing to report.

COMMITTEE APPOINTMENTS –

Executive – Rebecca Wever (Chair), Anita Tiller, Robert Buckley.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Rebecca Wever.

Operations – Robert Buckley (Chair), Perry Parsons, David G, Speicher.

RECOGNITION of GIFTS-

Union County Genealogy Society \$540
Sandy McBride \$500

OLD BUSINESS

Policy Manual – Section PS 1.62 was removed from the Policy Manual as was the last sentence of PS 1.61.

Rhonda Thompson moved approval of the Policy Manual as amended, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Aye

The Policy Manual was approved as amended.

NEW BUSINESS-

No new business.

PUBLIC COMMENTS:

No public comments.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location on **Wednesday, February 22, 2017 at 5:00pm.**

UPCOMING EVENTS:

- January 26- OLC Advocacy webinar (free)
- February 21- Friends of the Library author series- Andrew Welsh-Huggins
- March 21- Friends of the Library author series- Dr. Lorie Porter
- March 23- OLC Central Chapter Trustee Dinner- Holiday Inn Worthington
- March 24- OLC Central/Southeast Chapter Conference- Holiday Inn Worthington
- March 25- OLC Trustee workshop- Quest Conference Center
- March 29- OLC Legislative Day (at the Statehouse)

The meeting was adjourned by President, Mr. Chad Seeberg at 6.33 pm.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
Planning and External Relations Committee
February 20, 2017 @ 4:30p.m.
Meeting Room B**

The Marysville Public Library Board of Trustees met on Monday, February 20, 2017 at the Main Library location.

Attending: Anita Tiller (Chair), Rebecca Wever and Chad Seeberg (for Rhonda Thompson)

Staff: Nieca Nowels and Cindy Crawford

Guests: None

Public: None

CALL TO ORDER

Meeting called to order at 4:30 pm by Ms. Tiller.

APPROVAL OF AGENDA

Ms. Tiller asked for approval of the agenda as amended.

Motion 8-17

Chad Seeberg moved approval of the agenda as amended, seconded by Rebecca Wever.

OLD BUSINESS

Current strategic plan-Discussion regarding the current strategic plan and how it has been implemented. This plan runs through 2017. Some items have been finished ahead of schedule some are behind, but all are being worked on, investigated or have been completed.

NEW BUSINESS

2018 Strategic Plan- Director Nowels reported that she had spoken with the State Library of Ohio (SLO). SLO sent a letter stating that they could help MPL with Strategic Plan by the end of summer. SLO will help MPL with questions for community and key Stake holders. MPL will write the plan with input from survey.

Little Free Libraries- Ms. Wever reported that she had spoken with someone at Toles about building a structure to be used as a Little Free Library (LFL). Other input suggested MPL reach out to High Point, Eagle Scouts and Boy Scouts as well. These LFL would be spread out throughout the community, perhaps at pools or wellness centers. Other information include in these LFL might be bookmarks and brochure about the Friends. There was discussion of other ideas to collaborate with other community outreach programs.

PUBLIC COMMENTS:

No public comments.

ADJOURNMENT:

Ms. Tiller adjourned the meeting at 5:11 pm

Anita Tiller Committee Chair



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
Operations and Finance Committee
February 20, 2017 @ 5:30p.m.
Meeting Room B**

The Marysville Public Library Board of Trustees met on Monday, February 20, 2017 at the Main Library location.

Attending: Robert Buckley (Chair), David G. Speicher and Perry Parsons

Staff: Nieca Nowels, Michael Schmenk, Ron McGlone and Cindy Crawford

Guests: None

Public: None

CALL TO ORDER

Meeting called to order at 5:30 pm by Mr. Buckley.

APPROVAL OF AGENDA

Mr. Buckley asked for approval of the agenda as submitted.

Motion 9-17

David Speicher moved approval of the agenda as submitted, seconded by Perry Parsons.

OLD BUSINESS

Raymond doors update-Mr. McGlone reported that the double windows, front porch and back doors were installed. The front door had to be reordered and should be installed this week or next week. The contractor is adding pulls and door closers, but no paint will be required, so quote should not be affected.

Stairwell update- Mr. McGlone acquired a quote for electrostatic paint and appears to be cost prohibitive. Mr. McGlone is going to strip the handrails in the stairwell and see if we can get by with no paint.

Raymond carpet- Mr. McGlone acquired quotes for carpet squares and carpet rolled from several vendors and they all appear cost prohibitive. Mr. McGlone will continue to ask for quotes.

NEW BUSINESS

Tech Services Manager- Director Nowels discussed bringing back the Tech Services Manager Position. It was discussed that the position description would be rewritten and look into promoting an existing employee. This position would be a salaried non-exempt position.

Organizational Chart- The organizational chart will need to reflect the addition of the Tech Services Manager position.

Media changes coming- Director Nowels has ordered shelving for the change to have media holds and new releases to be stored behind the AV desk.

Calendar updates discussion- Director Nowels discussed several calendar changes. A new calendar is attached.

App discussion- Director Nowels brought forth a suggestion of Boopsie who specializes in Library apps. Their pricing through April is one time set up fee of \$2,620 and 3 year contract of \$1,045 per year.

Vending machines- Director Nowels brought the issues of the vending machines in the café to the committee. The owner of the vending machines is very unresponsive to MPL's continued calls reporting issues with the machines. Currently MPL is giving refunds to customers who "lost" their money in machines. Mr. Parsons suggested that MPL look into using Developmental Disabilities agency doing this function as they have a program with the court house. If this isn't feasible, perhaps MPL look at discontinuing this service.

Statistical report- Director Nowels reported that the MPL statistical report has been corrected. The numbers that were sent to the SLO were correct. MPL has implemented a practice to prevent incorrect formulas for future.

Lights on Plum Street-Mr. McGlone reported that the wiring for the lighting on the Plum Street side of the building had deteriorated. Lighting for the Plum Street lights will be similar to the existing lights. It was also suggested that MPL add lighting to the Flag per Flag etiquette. Mr. McGlone also reported that the lights around the building have been installed and the new lights seem much brighter. Mr. McGlone stated that there is a better seal on the installed lights that should prevent bugs and birds and that MPL will receive a rebate for the new lighting.

Responsibilities of the Committees- There was discussion of whether the Operations and Finance Committee (OFC) should review the financials prior to the Board meeting. Director Nowels will look into refining the agenda in the future for committee meetings.

PUBLIC COMMENTS:

No public comments.

ADJOURNMENT:

Mr. Buckley adjourned the meeting at 6:40 pm

Robert Buckley (Committee Chair)



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

February 22, 2017

The Marysville Public Library Board of Trustees met on February 22, 2017.
Attending: Perry Parsons, Chad Seeberg, David G. Speicher, Anita Tiller, Robert Buckley, Rebecca Wever
Absent: Rhonda Thompson
Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford
Guests: Jan Dick

CALL TO ORDER

Chad Seeberg, President, called the meeting to order at 5:05 p.m.

MEET THE STAFF

No staff member this month

APPROVAL OF MINUTES – from January 18, 2017.

President Seeberg asked if there were any corrections regarding the minutes of the January 18, 2017. Minutes were amended to remove Sue Irwin from committee and change of verbiage in friends report.

Motion 10-17

Rebecca Wever moved approval of the minutes, as amended, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

Minutes were approved as amended.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda.

Motion 11-17

Robert Buckley moved approval of the agenda as presented, seconded by David Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

Agenda approved as amended.

FRIENDS OF THE LIBRARY UPDATE

Jan Dick reported that the Friends of the Library’s Endowment is currently \$243,688. The Friends made a gift of \$11,053 to the MPL. The first author in the 12th year of the author series, was Andrew Welsh-Huggins, only about 27 people attended. Next author in the series is Dr. Lorle Porter on March 21st.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the financial report.

Motion 12-17

Anita Tiller moved approval of the report as presented, seconded by Robert Buckley.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

The financial report was approved as presented.

DIRECTOR’S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. Both Ashley Gahm and Kate McCartney have been selected to participate in ILEAD-USD Ohio, this is a great opportunity for them and the library.

Strategic Plan- Cindy Crawford and Ashley Gahm have begun working on an “Excellence in Patron Relations program”.

Movies- The library has partnered with the City to have a movie series this year. One movie is to be shown in Mill Valley, two movies in Partner’s Park and one more possibly in the Library or URE as an after hour’s event.

Statistical Report- The report has been corrected and the numbers that were submitted to the Library of the State Ohio were correct.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley -- No meeting held.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Rebecca Wever – Strategic Plan was discussed as were Little Free Libraries.

Operations – Robert Buckley (Chair), Perry Parsons, David G, Speicher- Facilities issues one door left to install at Raymond branch. Committee recommends Technical Services Manager position be brought back, Organizational chart be approved as presented and to go ahead with lights on Plum Street.

RECOGNITION OF GIFTS- Thank you Friends of the Library for your generous gift of \$11,053.

OLD BUSINESS

None to discuss.

NEW BUSINESS –

Organizational Chart- President Seeberg asked for a motion to approve the new organizational chart as presented.

Motion 13-17

Rebecca Wever moved approval of the organizational chart as presented, seconded by Perry Parsons.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

The organizational chart was approved as presented.

Plum Street Lighting- Board agreed that the expenditure was under \$5,000 and did not require

Board approval although they approved of the expenditure.

EXECUTIVE SESSION- Rebecca Wever moved the Board move into executive session to discuss possible discipline per section 1.22 of the Ohio revised code, seconded by David Speicher. Board moved into executive session at 6:08 pm.

Roll Call

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

Board came out of executive session at 6:50 pm

PUBLIC COMMENTS-No Public Comments.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location on **Wednesday, March 22, 2017 at 5:00pm.**

The meeting was adjourned by President, Mr. Chad Seeberg at 6.59 pm.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

March 22, 2017

The Marysville Public Library Board of Trustees met on March 22, 2017.

Attending: Perry Parsons, Chad Seeberg, David G. Speicher, Anita Tiller, Rebecca Wever

Absent: Robert Buckley, Rhonda Thompson

Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford

Guests: Alexis Davis

CALL TO ORDER

Chad Seeberg, President, called the meeting to order at 5:02 p.m.

MEET THE STAFF

Director Nowels introduced staff member Alexis Davis. Alexis works in Patron Services, is originally from Albuquerque, New Mexico, moved to Ohio for her husband, she attended an Art program on line through San Francisco Art Institute and is currently doing graphic art. Alexis' favorite part of the job is checking in material.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the February 22, 2017 meeting.

Motion 14-17

Rebecca Wever moved approval of the minutes, seconded by Perry Parsons.

Parsons	Aye	Buckley	Absent	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda. Agenda was amended to remove Friends of the Library Report.

Motion 15-17

Anita Tiller moved approval of the agenda as amended, seconded by David Speicher.

Parsons	Aye	Buckley	Absent	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

Agenda approved as amended.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the February 2017 financial report. Mr. Schmenk answered questions about the February 2017

appropriations budget and expenses. Mr. Schmenk presented a five year projection for the upcoming possible levy ask.

Motion 16-17

David Speicher moved approval of the February 2017 report as presented, seconded by Rebecca Wever.

Parsons	Aye	Buckley	Absent	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

The February 2017 financial report was approved as presented.

DIRECTOR’S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. Director Nowels has asked the staff and managers for suggestions for cosmetic renovation of the library. Staff don't like the lack of line of sight with the self-checkouts where they presently are situated. Director Nowels is finishing up the state report, interesting to note that MPL has doubled its adult programing numbers.

Becky Wever indicated that Jordan’s program was awesome this month. David Speicher mentioned he and his family enjoyed Elephant and Piggy Day, it was really well done.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley –Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Rebecca Wever – Nothing to report

Operations – Robert Buckley (Chair), David G, Speicher, Perry Parsons- Nothing to report.

OLD BUSINESS-

No old business.

NEW BUSINESS-

Appropriations Budget for 2017- Appropriations budget for 2017 was discussed. After review of the Appropriations Budget for 2017, President Seeberg asked if there were any corrections or amendments to the appropriations budget.

Motion 17-17

Anita Tiller moved approval of the Appropriations Budget for 2017 as presented, seconded by Perry Parsons.

Parsons	Aye	Buckley	Absent	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

The Appropriations Budget for 2017 was approved as presented.

PUBLIC COMMENTS:

No public comments.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location on **Wednesday, April 19, 2017 at 5:00pm.**

UPCOMING EVENTS:

- March 23- OLC Central Chapter Trustee Dinner- Holiday Inn Worthington
- March 24- OLC Central/Southeast Chapter Conference- Holiday Inn Worthington
- March 25- OLC Trustee workshop- Quest Conference Center
- March 29- OLC Legislative Day (at the Statehouse)
- April 9-15- National Library Week
- April 11- Friends of the Library author series- Melissa Landers
- April 26-29- Arbor Day tree giveaway
- May 9- Friends of the Library author series- Julie Flander

The meeting was adjourned by President, Mr. Chad Seeberg at 6.18 pm.

Chad Seeberg, President

Rhonda Thompson, Secretary



MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES

April 19, 2017

The Marysville Public Library Board of Trustees met on April 19, 2017.
Attending: Perry Parsons, Chad Seeberg, David G. Speicher, Anita Tiller, Rebecca Wever, Robert Buckley
Absent: Rhonda Thompson
Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford
Guests: Jan Dick, Laura Hitzeman

CALL TO ORDER

Chad Seeberg, President, called the meeting to order at 5:00 p.m.

MEET THE STAFF

Director Nowels introduced staff member Laura Hitzeman, who is MPL Tech Services Manager. Laura started as a Page, was Circ. Clerk, Circulation Manager, then Tech Services Cataloguer, before her current position as Tech Services Manager. She has been with MPL for over 17 years. She is a long time resident of Marysville, has a medical billing background, is a mom and grandma.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the March 22, 2017 meeting.

Motion 18-17

Rebecca Wever moved approval of the minutes as presented, seconded by Perry Parsons.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda.

Motion 19-17

Anita Tiller moved approval of the agenda as presented, seconded by David Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

Agenda approved as presented.

FRIENDS OF THE LIBRARY UPDATE

Jan Dick reported that the Friends of the Library Endowment account is currently \$244,200. The Friends made a gift of \$1000 to MPL Summer Reading Program and \$170 to fund staff lunch for National Library Week. Book sale is May 5-6, 2017 at MPL. Author Series, 3rd author was better attended, 60 plus attendees, lots of students present. May 9, 2017 is last author of this year's series Julie Flanders. Lisa Wellman has been nominated as the 2017 Friends Honoree. The Friends luncheon will be held September 10th or 17th.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the March 2017 financial report. Mr. Schmenk answered questions about the March 2017 appropriations budget and expenses.

Motion 20-17

Anita Tiller moved approval of the March 2017 report as presented, seconded by David Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

The March 2017 financial report was approved as presented.

DIRECTOR'S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. Legislative Day was well attended, estimated to be about 250 people. Chad Seeberg, Anita Tiller and Nieca Nowels attended.

Staffing update - Alice Mackey resigned her full time position to take another position closer to home. Cindy and Kate will interview for the two part time Youth Services position that are now open. Page, Karen Robeson last day was today April 19, 2017. New Page, Summer Keller began April 18, 2017.

MPLR – Rolled carpet seems to be the least expensive option. The board asked that operations committee be given the information on projected wear life of each carpet choice.

Friday Nights Uptown – Director Nowels reported that at least one manager are scheduled to attend Friday Nights Uptown. MPL will have the prize wheel and handouts about MPL programs, no balloons this year.

Renovation – Nieca spoke with Cheryl from Library Design regarding the large self-checkout island. Cheryl suggested that the Island is dark and blocks a lot of natural lighting. If the Island is removed, we may not need additional lighting in that area.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley –Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Rebecca Wever – Nothing to report

Operations – Robert Buckley (Chair), David G, Speicher, Perry Parsons- Nothing to report.

OLD BUSINESS-

Update on Stairwells – Ron McGlone Painted handrails in stairwell. Ron has suggested MPL paint the stairwell in a two tone pattern so the bottom of the stairwell can be repainted as needed without repainting the entire stairwell.

Update on Lamp-posts – Ron McGlone will repaint lamp-posts rather than out-source this work.

Update on Plum Street lights – The Plum Street lights have been ordered and Ron is looking at lighting for Flag Pole.

NEW BUSINESS-

Staff Development Day – Nieca asked the Board for their consent to close October 9, 2017 for Staff Development Day. October 9, 2017 is Columbus Day and many City, State and Federal offices are closed. Nieca conveyed that there would be training on the new checkout software, fire and safety training, United Way and other trainings to be decided upon. MPL is hoping to use the Honda Heritage Center for the Staff Day.

Motion 21-17

Perry Parsons moved approval of closing MPL October 9, 2017 for Staff Development Day, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Absent	Tiller	Aye	Wever	Aye

Closing MPL October 9, 2017 for Staff Development Day was approved as presented.

PUBLIC COMMENTS:

Rebecca Wever suggested that MPL do a “study” to ascertain how much it would cost to extend hours Monday through Thursday till 9pm and Friday till 8pm.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location on **Wednesday, May 17, 2017 at 5:00pm.**

UPCOMING EVENTS:

- April 26-29- Arbor Day tree giveaway
- May 9- Friends of the Library author series- Julie Flanders
- May 19- Friday Nights Uptown
- May 29- Library Closed for Memorial Day

The meeting was adjourned by President, Mr. Chad Seeberg at 6.01 pm.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
Planning and External Relations Committee
May 15, 2017 @ 4:30p.m.
Meeting Room B**

The Marysville Public Library Board of Trustees Planning and External Relations Committee met on Monday, May 15, 2017 at the Main Library location.

Attending: Anita Tiller (Chair), Rebecca Wever and Rhonda Thompson

Staff: Nieca Nowels and Cindy Crawford

Guests: None

Public: None

CALL TO ORDER

Meeting called to order at 4:31 pm by Ms. Tiller.

APPROVAL OF AGENDA

After review of the agenda, Ms. Tiller asked for approval of the agenda as presented.

Motion 22-17

Rhonda Thompson moved approval of the agenda as presented, seconded by Rebecca Wever.

OLD BUSINESS

Determine possible locations for Little Free Libraries- It was suggested that Mill Valley Pool, Marysville Pool, Scotts Pool, Honda Wellness Center and Memorial Hospital were good places. There is also a Little Free Library at the Houston House. A book Plate was suggested for the books. It should read something like "Please Return to a Little Free Library or pass on to a friend."

NEW BUSINESS

Levy Committee Members- Nieca reminded the committee that they need to be thinking about levy committee members as well as a treasurer for the committee.

1. State Library has MPL information for consultant for next strategic plan, process is expected to begin this summer.
2. Ballot Issues- Earliest MPL can go on is November 2018, to be collected in 2020. There was discussion over replacement versus renewal, and the differences between them."
3. Rhonda Thompson would like to attend the next levy workshop with Nieca.
4. Nieca Nowels to copy time line for the levy to give to Committee members.
5. Committee discussed levy awareness opportunities, such as t-shirts and speaking opportunities.

PUBLIC COMMENTS:

No public comments.

ADJOURNMENT:

Ms. Tiller adjourned the meeting at 5:11 pm

Anita Tiller Committee Chair



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
Operations and Finance Committee
May 15, 2017 @ 5:30p.m.
Meeting Room B**

The Marysville Public Library Board of Trustees Operations and Finance Committee met on Monday, May 15, 2017 at the Main Library location.

Attending: Robert Buckley (Chair), David G. Speicher and Perry Parsons

Staff: Nieca Nowels Michael Schmenk and Cindy Crawford

Guests: None

Public: None

CALL TO ORDER

Meeting called to order at 5:34 pm by Mr. Buckley.

APPROVAL OF AGENDA

After review of the agenda, Mr. Buckley asked for approval of the agenda as presented.

Motion 23-17

David Speicher moved approval of the agenda as presented, seconded by Robert Buckley.

OLD BUSINESS

Raymond Carpet- It was discussed that carpet would be a building improvement. Wear Life of carpet would depend on traffic and cleaning. Ron McGlone recommended Crazy Larry and getting rolled carpet rather than squares. It was decided that the committee would recommend Crazy Larry after a positive reference check.

Facilities update- Lights have arrived at Eubanks Electric, hopefully they will be in for Friday Night Uptown. Recommend lights flush with the ground for the flag lighting. Drinking Fountain upstairs needs to be retrofitted as the newer fountains don't match the style of the older fountains.

NEW BUSINESS

Lobby Refresh- Tabled for next meeting.

PUBLIC COMMENTS:

No public comments.

ADJOURNMENT:

Mr. Buckley adjourned the meeting at 6:03 pm

Robert Buckley Committee Chair



MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES

May 17, 2017

The Marysville Public Library Board of Trustees met on May 17, 2017.

Attending: Perry Parsons, Chad Seeberg, David G. Speicher, Anita Tiller, Robert Buckley, Rhonda Thompson

Absent: Rebecca Wever

Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford

Guests: Jan Dick, Leah McCoy

CALL TO ORDER

Chad Seeberg, President, called the meeting to order at 5:02 p.m.

MEET THE STAFF

Director Nowels introduced staff member Leah McCoy, who is MPL Cataloguer. Leah started as a Circ. Clerk and has been with the library for 5 years. Leah said she likes her job because she likes to see the new items as they come in and likes the detail aspect of her job.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the April 19, 2017 meeting.

Motion 24-17

Rhonda Thompson moved approval of the minutes as presented, seconded by Anita Tiller

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda.

Motion 25-17

Robert Buckley moved approval of the agenda as presented, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

Agenda approved as presented.

FRIENDS OF THE LIBRARY UPDATE

Jan Dick reported that the Friends of the Library Endowment account is currently \$246,629. Book sale was May 5-6, 2017 at MPL and raised \$858. The next book sale will be at Festifair in September. The Friend’s luncheon will be held September 17th at the American Legion from 1-3 pm. The Friend’s will be honoring Anita Tiller at this year’s luncheon. This is Jan Dick’s last meeting as he will be stepping down from the Friends of the Library Board.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the April 2017 financial report. Mr. Schmenk answered questions about the April 2017 appropriations budget and expenses.

Motion 26-17

Robert Buckley moved approval of the April 2017 report as presented, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

The April 2017 financial report was approved as presented.

DIRECTOR’S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. Director Nowels will be the Keynote Speaker and Grand Marshal for the Marysville Memorial Day Parade. The Library has begun turning off the Wi-Fi 30 minutes after the Library closes and turning it back on 30 minutes before the Library opens. This is to help with loitering in the parking lot and around the building. Director Nowels reported that more CLC libraries are going fine free. The Arbor Day tree give away went well, we will need to order more trees for next year’s program. Smart Money Manager will be going live sometime in the next two months.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley –Did not Meet. Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Rebecca Wever

Ms. Tiller reported on the Little Free Libraries (LFL). The committee is moving forward with finding someone to build the LFL and getting permission to place them in the community. Ms. Tiller also spoke about the need to being the search for a Levy Committee, the need for a treasurer for the Levy Committee, signage for the Levy. She suggested that Board Members might want to attend the upcoming Levy Workshops.

Ms. Tiller also mentioned that the Library is still on track to have the State Library consultant help us with the upcoming strategic plan.

Operations – Robert Buckley (Chair), David G, Speicher, Perry Parsons-

Mr. Buckley reported that the Operations Committee recommends Crazy Larry to install carpeting, not to exceed \$10,000 and contingent upon positive references.

OLD BUSINESS-

Carpet at MPLR- After discussion of the carpet and quotes, Mr. Seeberg asked for approval to move forward with installing carpet at MPLR.

Motion 27-17

David G. Speicher moved approval of Crazy Larry installing carpet at MPLR, cost not to exceed \$10,000 and contingent upon positive reference, seconded by Perry Parsons.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

Moving forward with Crazy Larry installing carpet at MPLR, cost not to exceed \$10,000 and contingent upon positive references was approved.

NEW BUSINESS:

Meeting Room policy review- Director Nowels spoke to the Board about ceasing to allow patrons to use the meeting rooms for parties. Over the last few weeks/months, these parties have become quite distracting to patrons and staff. Director Nowels presented a new Meeting Room policy that would not allow parties. All future bookings would be denied, but parties booked would be honored. The Board suggested a few edits to the Meeting Room Policy. The Board suggested that MPL staff be given a list of “talking points” to inform patrons of other options for parties in the community.

Mr. Seeberg asked for approval of the meeting room policy as amended.

Motion 28-17

Perry Parsons moved approval of the new meeting room policy as amended, seconded by Rhonda Thompson.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

Board Meeting for June or July- Board discussed whether to have a meeting in June or July. Board suggested not have a meeting in July would fit schedules best.

Mr. Seeberg asked for approval of not having a July Board meeting.

Motion 29-17

Perry Parsons moved approval of not having a July Board meeting, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

PUBLIC COMMENTS:

The Library funding issue in the Ohio Senate is not getting as much support as we need to get the most funding. Please send a post card to your State Senator asking for their support.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location on **Wednesday, June 21, 2017 at 5:00pm.**

UPCOMING EVENTS:

- May 19- Friday Nights Uptown
- May 22- Summer Reading Starts (runs through July 31)
- May 29- Library Closed for Memorial Day
- June 9- Friday Nights Uptown
- June 5- Summer Lunch program (runs through August 11)

The meeting was adjourned by President, Mr. Chad Seeberg at 6:26 pm.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

June 21, 2017

The Marysville Public Library Board of Trustees met on June 21, 2017.

Attending: Perry Parsons, Chad Seeberg, David G. Speicher, Anita Tiller, Robert Buckley, Rhonda Thompson

Absent: Rebecca Wever

Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford

Guests: Christine Paradis

CALL TO ORDER

Chad Seeberg, President, called the meeting to order at 5:03 p.m.

MEET THE STAFF

Director Nowels introduced staff member Christine Paradis. Christine has been with MPL for 9 years, will be here 10 years in January, Christine works in both Adult Services and Patron Services. Christine was born in Turkey and moved around a lot. Her Father was in the service. Christine holds a BA in History from UTA and loves to cook and bake. She has a cookbook club called Dish and Dine that meets monthly and just recently finished the first cupcake wars.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the May 17, 2017 meeting.

Motion 30-17

Rhonda Thompson moved approval of the minutes as presented, seconded by Perry Parsons.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda.

Motion 31-17

Anita Tiller moved approval of the agenda as presented, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

Agenda approved as presented.

FRIENDS OF THE LIBRARY UPDATE

Nica Nowels reported that the Friends of the Library Endowment account is currently \$259,243. The Friend's luncheon will be held September 17th at the American Legion from 1-3 pm and the event will be catered by The Plaza Inn. The Friend's will be honoring Anita Tiller at this year's luncheon. Invitations will be sent in the near future.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the May 2017 Appropriations budget and expenses. Discussion of the report followed.

Motion 32-17

Perry Parsons moved approval of the May 2017 report as presented, seconded by Robert Buckley.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

The May 2017 financial report was approved as presented.

DIRECTOR'S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. CLC is considering adding SearchOhio to add additional materials. Joining SearchOhio will increase MPL membership dues to CLC. CLC is negotiating the contract to cap the amount SearchOhio can charge CLC. Hopefully the negotiated contract will be in place by November or December of 2017. Ms. Wever will be attending the Leadership Institute on behalf of the Library, September 2017 through May 2018. President Seeberg will be attending the Leadership Institute on behalf of the City. Direct Nowels reported that MPL was fully staffed, but then have had a Youth Services staff resign, due to finding a full time position in her field of study. Director Nowels reported that the State Library of Ohio consultant has confirmed that MPL is next on the list and expects to begin working with MPL in July 2017 and that the Summer Lunch Program is going well and that numbers of lunches served are better than the previous year. Director Nowels reported that that she attended the Naloxone (Narcan) training at the Richwood Public Library and now has a treatment kit.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley – Did not meet. Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Rebecca Wever - Did not meet. Nothing to report.

Operations – Robert Buckley (Chair), David G, Speicher, Perry Parsons - Did not meet. Nothing to report.

OLD BUSINESS-

NEW BUISINESS:

Proposal to close MPLR for the week of July 17, 2017 to install new carpet. The board discussed closing and the carpet process.

Mr. Seeberg asked for approval of the proposal to close MPLR the week of July 17, 2017 to install new carpet.

Motion 33-17

Perry Parsons moved approval of the proposal to close MPLR the week of July 17, 2017, seconded by Rhonda Thompson.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Thompson	Aye	Tiller	Aye	Wever	Absent

Acknowledgment of Gifts: Director Nowels reported that the following gifts were made to MPL:

- Dave Barnett \$125 at auction during Friday Night Uptown for lunch program
- Emily Stevely \$225 at auction during Friday Night Uptown for lunch program
- Bob Chapman Ford- \$325 donation following Friday Night Uptown for lunch program
- \$530 in memory of Jo Ann Kyre. Included in these memorial donations are:
 - \$100 from OHSAA-CDAB
 - \$150 from OHSAA

Since the Summer Lunch Program is funded by a grant, the monies collected at Friday Night Uptown will pay for things related to the Summer Lunch Program, not paid for by the grant.

PUBLIC COMMENTS:

None.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Raymond location at 5p.m. on August 23, 2017.

UPCOMING EVENTS:

- June 23-27 Nieca and Patty at ALA
- July 4 4th of July
- July 14 Friday Night Uptown
- July 29 Movie in the Park
- July 31 End of Summer Reading
- August 11 Last day for Summer Lunch program
- August 18 Friday Night Uptown

The meeting was adjourned by President, Mr. Chad Seeberg at 6:02 pm.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

August 23, 2017

The Marysville Public Library Board of Trustees met on August 23, 2017 at the Raymond Branch
Attending: Perry Parsons, David G. Speicher, Anita Tiller, Robert Buckley, Rhonda Thompson
Absent: Rebecca Wever, Chad Seeberg
Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford
Guests: Valerie McComas, Ruth Giles, Lynn Hall, Donald G. Russell, and Don E. Russell

CALL TO ORDER

Rhonda Thompson, Secretary, called the meeting to order at 5:02 p.m.

MEET THE STAFF

Director Nowels introduced staff member Valerie McComas to the Board. Valerie told the board a bit about herself, she's been living in Union County for 28 years and has been a MPL staff member for 10 years. Val is currently planning her daughter's wedding during her off time. On Monday's Val volunteers for MRDD and has been doing so for 13 years. Val is very excited about the updates to the Raymond Branch!

APPROVAL OF MINUTES

Secretary Thompson asked if there were any corrections regarding the minutes from the June 21, 2017 meeting.

Motion 34-17

Robert Buckley moved approval of the minutes as presented, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent		

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, Secretary Thompson asked for approval of the agenda.

Motion 35-17

Anita Tiller moved approval of the agenda as presented, seconded by Perry Parsons.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent		

Agenda approved as presented.

FRIENDS OF THE LIBRARY UPDATE

Nica Nowels reported that the Friends of the Library Endowment account is currently \$258,465, representing 6.3% increase YTD. The Friend’s will have book sales at both Festifair and The covered Bridge Festival. The Friend’s luncheon will be held September 17th at the American Legion from 1-3 pm and the event will be catered by The Plaza Inn. The Friend’s will be honoring Anita Tiller at this year’s luncheon. Invitations will be sent in the near future.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the June and July 2017 Appropriations budget and expenses. Discussion of the report followed.

Secretary Thompson asked for approval of the June 2017 Financial Report.

Motion 36-17

Perry Parsons moved approval of the June 2017 report as presented, seconded by Robert Buckley.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent		

The June 2017 financial report was approved as presented.

Secretary Thompson asked for approval of the July 2017 Financial Report.

Motion 37-17

Anita Tiller moved approval of the July 2017 report as presented, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent		

The July 2017 financial report was approved as presented.

DIRECTOR’S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. Director Nowels reported that we are still working on being fully staffed. Director Nowels gave an update to the Strategic Plan planning. There will be 5 focus groups including, Raymond, Marysville, Staff, Management Team and Board of Trustees.

Discussion about Circulation report, Circulation is trending down, however this report does not include downloads.

Union County is selling Jigsaw Puzzle for fund raising purposes, MPL will be featured on the Puzzle.

Director Nowels has ordered a Plaque of the New York Time article that featured MPL and the School’s Summer Lunch Program.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley – Did not meet. Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Rebecca Wever - Did not meet. Nothing to report.

Operations – Robert Buckley (Chair), David G, Speicher, Perry Parsons - Did not meet. Nothing to report.

OLD BUSINESS-

NEW BUSINESS:

Gift to Raymond Branch of MPL. Don G. Russell's birthday guests gave at least \$950 for his 95th birthday. Mr. Russell would like the money to be used for MPLR specifically and would like to be notified regarding how donation was spent.

Secretary Thompson asked for a motion to approve that the proposed donation in honor of Don G. Russell for his 95th birthday be used solely at the Raymond Branch Library, for books and/or programs that would not ordinarily be covered by the Raymond Branch Library's regular budget.

Motion 38-17

Anita Tiller moved approval that the proposed donation in honor of Don G. Russell for his 95th birthday be used solely at the Raymond Branch Library, for books and/or programs that would not ordinarily be covered by the Raymond Branch Library's regular budget, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent		

Acknowledgment of Gifts: Director Nowels reported that the following gifts were made to MPL:

Gift from Don G. Russell \$950

PUBLIC COMMENTS:

It was mentioned that Kay Olsen of the Friend's has been in the Hospital for about 6 weeks.

Ruth Giles of the Broadway Raymond News would like to print what's happening at the Library both Main and Raymond. Ms. Giles will need the print by Monday nights.

Lynn Hall told the Board she does not like all the weeding done at the Raymond Branch. There are many empty shelves. Ms. Hall believes that there should be a separate section for classics that should always be kept and never weeded.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location at 5p.m. on September 20, 2017.

UPCOMING EVENTS:

September 4	Labor Day- Library closed.
September 9	Festifair
September 16	Movie in the Park- Remember the Titans
September 17	Friends Annual Meeting (Anita Tiller- honoree)
September 23-24	Covered Bridge Bluegrass Festival
October 4-6	OLC Convention and Expo- Dayton
October 9	Staff Day
October 28	Halloween Hoopla

The meeting was adjourned by Secretary Thompson at 6:01 pm.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

September 20, 2017

The Marysville Public Library Board of Trustees met on September 20, 2017.

Attending: Chad Seeberg, Rebecca Wever, Perry Parsons, David G. Speicher, Anita Tiller, Robert Buckley, Rhonda Thompson

Absent: None

Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford

Guests: Jan Dick, Ed Liddle

CALL TO ORDER

President Seeberg called the meeting to order at 5:02 p.m.

MEET THE STAFF

Director Nowels introduced staff member Ed Liddle. Ed told us he is the IT computer network person at MPL. He has two boys, Jackson and Nathan, they are a Cub Scout and a Boy Scout respectively. Ed is a member of UCEMA and a HAM radio enthusiast. There is going to be a Jamboree in October, a monster mash to try to get the Scouts interested HAM Radio operation.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the August 23, 2017 meeting. Two corrections were made.

Motion 39-17

Rhonda Thompson moved approval of the minutes as amended, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

Minutes were approved as amended.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda.

Motion 40-17

Rebecca Wever moved approval of the agenda as presented, seconded by Robert Buckley.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

Agenda approved as presented.

FRIENDS OF THE LIBRARY UPDATE

Jan Dick reported that the endowment was currently \$267,383.60. The Friend's luncheon, held September 17th at the American Legion was a success. The Friends are not certain who will replace Jan, but Jan assured us the Library is in really good hands. The Author Series for 2018 is set.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the August 2017 Appropriations budget and expenses. Discussion of the report followed. Michael said supplies are a bit high and we may need to move some contingency dollars to cover the additional cost. David G. Speicher suggested that we have a Ballot Issues speaker come to a board meeting to discuss levy issues or have a special levy meeting and invite Andrea Weaver, County Auditor.

President Seeberg asked for approval of the August 2017 Financial Report.

Motion 41-17

Rebecca Wever moved approval of the August 2017 report as presented, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

The August 2017 financial report was approved as presented.

DIRECTOR'S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. MPL Community Engagement Manager position has been filled, Ali Parthemore's first day will be October 2, 2017. Staff Day will be held October 9, 2017 at URE. November 15, 2017 meeting will include a focus group after the regular meeting. November 8, 2017 there will be three focus groups. Ashely Gahm has been voted onto an OLC Committee.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley – Did not meet. Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Rebecca Wever - Did not meet. Nothing to report.

Operations – Robert Buckley (Chair), David G, Speicher, Perry Parsons - Did not meet. Nothing to report.

OLD BUSINESS-

NEW BUSINESS:

Resolution for Certification

Resolution: RESOLVED, By the Board of Trustees of Marysville Public Library, Union County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2018, and

WHEREAS, The Budget Commission of Union County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

RESOLVED, By the Board of Trustees of Marysville Public Library, Union County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

President Seeberg asked for a motion to pass a Resolution for certification with a change in the date to commencing January 1st, 2018.

Motion 42-17

Anita Tiller moved to pass a Resolution for certification with a change in the date to commencing January 1st, 2018, seconded by Perry Parsons.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

Resolution for certification with a change in the date to commencing January 1st, 2018 was approved as presented.

Acknowledgment of Gifts: Director Nowels reported that the following gifts were made to MPL:

The Forget Me Not Book club in memory of Judge Richard Parrott \$100 to be used for materials.

It was suggested that MPL Book Plate these materials.

PUBLIC COMMENTS:

Rebecca Wever mentioned that she would still like to see the Little Free Libraries built, and that this would be a great Eagle Scout project.

UPCOMING EVENTS:

September 23-24 Covered Bridge Bluegrass Festival

October 4-6	OLC Convention and Expo- Dayton
October 9	Staff Day
October 26	Ballot Workshop
October 28	Halloween Hoopla

The meeting was adjourned by President Seeberg at 5:56 pm.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location at 5p.m. on October 18, 2017.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
Planning and External Relations Committee
October 16, 2017 @ 4:30p.m.
Meeting Room B**

The Marysville Public Library Board of Trustees Planning and External Relations Committee met on Monday, October 16, 2017

Attending: Anita Tiller (Chair), Rebecca Wever and Chad Seeberg (for Rhonda Thompson)

Staff: Nieca Nowels and Cindy Crawford

Guests: None

Public: None

CALL TO ORDER

Meeting called to order at 4:43 pm by Ms. Tiller.

APPROVAL OF AGENDA

Ms. Tiller asked for approval of the agenda as amended. (Added procedures change to unattended minors).

Motion 43-17

Rebecca Wever moved approval of the agenda as amended, seconded by Chad Seeberg.

OLD BUSINESS

Little Free Libraries – Ms. Wever stated that she has found an Eagle Scout who would be willing to build the first little Free Library. The Marysville Pool has agreed to let MPL put a Little Free Library at the pool. BOT would like the Little Free Library to be outside of the Pool fence and in view of a camera.

Levy - Consider who might be good Levy Committee members as well as possible Treasure of the committee. Several names were suggested. Ms. Parthemore, Director Nowels, Mr. Seeberg and Ms. Tiller will attend a Ballot issues workshop October 26, 2017. Timeline for levy should be drawn in place by January 2018.

NEW BUSINESS

2018 Strategic Plan- Director Nowels outlined the Strategic Plan process and how it works with the State Library of Ohio. The State Library of Ohio sent their standard survey, which the management team then tweaked. The survey is available in the library, on the website, on FaceBook and will be sent out with the Friday update from

the Marysville Schools. Five focus groups will be held to discuss what the needs of the library are; these focus groups will include, the BOT, the Staff, the Management Team, a sampling of MPL patrons and a sampling of MPLR patrons. Focus groups will be held November 8th and November 15, 2017. State Library of Ohio will be back in touch with results in the Dec-Jan timeframe. At that point, Director Nowels will draft a new Strategic Plan. The State Library of Ohio is also helping us to develop a new Technology Plan.

Unattended Minors update- Director Nowels presented the updated procedure for unattended minors, a lot of which came from the Upper Arlington procedures. Committee thought the update was fine, it will be taken to the Board for review and vote on Wednesday, October 18, 2017.

PUBLIC COMMENTS:

No public comments.

ADJOURNMENT:

Ms. Tiller adjourned the meeting at 5:21 pm.

Anita Tiller Committee Chair



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
Operations and Finance Committee
October 16, 2017 @ 5:30p.m.
Meeting Room B**

The Marysville Public Library Board of Trustees Operations and Finance Committee met on Monday, October 16, 2017 at the Main Library location.

Attending: Chad Seeberg (for Robert Buckley (Chair)), David G. Speicher and Perry Parsons

Staff: Nieca Nowels, Michael Schmenk and Cindy Crawford

Guests: None

Public: None

CALL TO ORDER

Meeting called to order at 5:40 pm by Mr. Seeberg.

APPROVAL OF AGENDA

Mr. Seeberg asked for approval of the agenda as submitted.

Motion 44-17

David Speicher moved approval of the agenda as submitted, seconded by Perry Parsons.

OLD BUSINESS

Lobby Refresh – Update. Director Nowels passed out a plan followed by discussion. It was suggested that Director Nowels move forward with obtaining quotes for work that will need to be done.

NEW BUSINESS

Security Cameras- Director Nowels told the group that the current security cameras work on Windows XP which is no longer supported by MicroSoft or the CLC, which sometimes helps us with computer troubleshooting. Mr. McGlone is obtaining quotes for 32 cameras. In addition to our current camera locations, cameras will be added to the stairwell, admin, youth services and the elevator. The estimate for new cameras is expected to be between \$30K and \$35K.

Carpet at Main- There was discussion about carpeting and also about replacing carpet in stages. Carpet may need to be replaced under the large self-checkout desk, when the desk is removed.

Notary availability- Director Nowels shared that with the departure of staff over the last few months, MPL has lost several Notaries. It has been suggested that Notary be by appointment only.

PUBLIC COMMENTS:

No public comments.

ADJOURNMENT:

Mr. Seeberg adjourned the meeting at 6:30 pm.

Robert Buckley (Committee Chair)



MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES

October 18, 2017

The Marysville Public Library Board of Trustees met on October 18, 2017.

Attending: Chad Seeberg, Perry Parsons, David G. Speicher, Anita Tiller, Robert Buckley, Rhonda Thompson

Absent: Rebecca Wever

Staff: Nieca Nowels, Michael Schmenk, Cindy Crawford

Guests: David Irish, Ali Parthemore

CALL TO ORDER

President Seeberg called the meeting to order at 5:03 p.m.

MEET THE STAFF

Director Nowels introduced staff member Ali Parthemore. Ali is in the middle of her third week at MPL. She is a Champaign County native, with a BA from Heidelberg University in English Literature, and has worked in media sales and tourism. Ali still has her first library card with her 5 year old signature on it. Ali and her Husband, Ross, live in Bellefontaine with their miniature Dachshund fur baby Dory. Ali is getting her bearings and working on updating the website and MPL media.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the August 23, 2017 meeting. Correction was made in the meet the staff.

Motion 45-17

David G. Speicher moved approval of the minutes as amended, seconded by Rhonda Thompson.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent	Thompson	Aye

Minutes were approved as amended.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda as amended.

Motion 46-17

Rhonda Thompson moved approval of the agenda as amended, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent	Thompson	Aye

Agenda approved as amended.

FRIENDS OF THE LIBRARY UPDATE

Dave Irish, Friend’s president told the Board a bit about his tenure with the Friends organization. The Endowment is \$273k up about 13% from the beginning of the year. The Friends will sell books at the Hoopla from 10-12. The Author Series for 2018 is set. January 30 Kristen Lepionka is a Mystery writer, February 20 Jody Casella is a Young Adult Suspense writer, March 27 Bill Shkurti is a Nonfiction- History writer and April 24 Leah Stewart is a Fiction writer. It was suggested that there be an off-site reception for Bill Shkurti. Memberships for the Friends of the Library begin at \$10, Patron sponsorship is \$150.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the September 2017 Appropriations budget and expenses. Discussion of the report followed.

President Seeberg asked for approval of the September 2017 Financial Report as presented.

Motion 41-17

Anita Tiller moved approval of the September 2017 report as presented, seconded by Robert Buckley.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent	Thompson	Aye

The September 2017 financial report was approved as presented.

DIRECTOR’S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. Strategic Plan update was discussed, there will be five focus groups. The Library is part of the Union County Puzzle. MPL was gifted a puzzle since MPL is on the puzzle. NY Times Plaque will be put in an appropriate place after the lobby facelift.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley – Did not meet. Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Chad Seeberg for Rebecca Wever – Ms. Tiller talked about the review of the strategic plan, little free libraries, potential Levy Committee members and a review of the unattended minor procedure.

Operations – Chad Seeberg for Robert Buckley (Chair), David G, Speicher, Perry Parsons – Mr. Seeberg talked about having Notary service by appointment as MPL has lost several notaries, Lobby refresh, updating security camera and updating carpet at Main.

OLD BUSINESS-

NEW BUSINESS-

Trustee reappointment-

President Seeberg asked for a motion to recommend Rebecca Wever to the Marysville Exempted Village School District for re-appointment to the Marysville Public Library Board of Trustees.

Motion 48-17

Perry Parsons moved to recommend Rebecca Wever to the Marysville Exempted Village School District for re-appointment to the Marysville Public Library Board of Trustees, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent	Thompson	Aye

Recommending Rebecca Wever to the Marysville Exempted Village School District for re-appointment to the Marysville Public Library Board of Trustees was approved.

Eliminate Fines on Teacher Cards- Board discussed eliminating fines for Teacher Cards.

President Seeberg asked for a motion to eliminate fines for Teacher Cards

Motion 49-17

Perry Parsons moved to eliminate fines for Teacher Cards, seconded by Rhonda Thompson.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent	Thompson	Aye

Elimination of fines on Teacher Cards was approved.

Food for Fines- Board discussed a food for fines program. One can of non-perishable food would equal \$1 in fines. Program would be the week of November 6 through November 12, 2017. Food will be donated to the Hope Center.

President Seeberg asked for a motion to have Food for Fines the week of November 6-12, 2017.

Motion 50-17

Rhonda Thompson moved to have Food for Fines the week of November 6-12, 2017, seconded by Perry Parsons.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent	Thompson	Aye

Food for Fines program was approved.

Acknowledgment of Gifts- Director Nowels reported that the following gifts were made to MPL:

\$200 in memory of Mrs. Eileen Shealy, received from John Shealy. The family requests the money be used for quilting and sewing programs and programs related to mystery books.

President Seeberg asked for a motion for the \$200 donated in memory of Mrs. Eileen Shealy be used for quilting and sewing programs and programs related to mystery books.

Motion 51-17

Anita Tiller moved for the \$200 donated in memory of Mrs. Eileen Shealy be used for quilting and sewing programs and programs related to mystery books, seconded by David G. Speicher.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Absent	Thompson	Aye

PUBLIC COMMENTS:

UPCOMING EVENTS:

October 26	OLC Ballot Workshop
October 27	John Glenn School of Public Policy Leadership Forum -Chad
October 28	Halloween Hoopla
November 15	Next Board meeting (Strategic Plan focus group)
November 29	Parliamentary procedure program @ library

ADJOURNMENT:

The meeting was adjourned by President Seeberg at 6:26 pm.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location at 5p.m. on November 15, 2017.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

November 15, 2017

The Marysville Public Library Board of Trustees met on November 15, 2017, in meeting room B.

Attending: Chad Seeberg, Perry Parsons, David G. Speicher, Anita Tiller, Robert Buckley, Rhonda Thompson and Rebecca Wever.

Absent: None.

Staff: Nieca Nowels, Michael Schmenk and Cindy Crawford.

Guests: David Irish, Sue Kienbaum, Mandy Simon and Cindy Boynton.

CALL TO ORDER

President Seeberg called the meeting to order at 5:07 p.m.

MEET THE STAFF

Director Nowels introduced staff member Sue Kienbaum, who has been with MPL for 14 years and served under 4 directors. Sue currently works in Adult Services as a reference assistant. She works with electronic digital data bases, scanning yearbook photos, as well as answers questions for patrons. Sue has a B.A. in Education to teach grades 7 through 12. Sue says she loves her job. Her latest program is a collection of Civil War letters and photos that she has pulled into a story. The story follows soldiers and their family through letters and photos sent back and forth. Sue also enjoys coordinating Historic Photo Friday on Facebook.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the October 18, 2017 meeting. Adjustment was made in the meet the staff.

Motion 53-17

Rhonda Thompson moved approval of the minutes as amended, seconded by Robert Buckley

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

Minutes were approved as amended.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda as amended, adding policy change for Notary to New Business.

Motion 54-17

Rebecca Wever moved approval of the agenda as amended, seconded by Robert Buckley.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

Agenda approved as amended.

FRIENDS OF THE LIBRARY UPDATE

Dave Irish recounted the Friends of the library meeting, stating that committee assignments were completed. The Vice President resigned and there are several openings for Board members. There is a book sale planned for Merrysville and there will be a big push for new membership. The friends are asking the Board to approve 2018 membership incentives to include 1 free book from the friend's book sale, 1 free fax (10 page maximum), 1 time credit of fines (\$5 maximum). Mr. Irish reported that the endowment is about \$275,000.

President Seeberg asked approval of the 2018 Friends membership card with incentives as presented.

Motion 55-17

David Speicher moved approval of the 2018 Friends membership card with incentives as presented, seconded by Rhonda Thompson.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

2018 Friends membership card with incentives was approved as presented.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the October 2017 Appropriations budget and expenses. Discussion of the report followed.

President Seeberg asked for approval of the October 2017 Financial Report as presented.

Motion 56-17

Anita Tiller moved approval of the October 2017 report as presented, seconded by Perry Parsons.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

The October 2017 financial report was approved as presented.

DIRECTOR'S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. Strategic Plan update was discussed, Mandy Simon and Cindy Boynton have joined the meeting to facilitate the Board focus group. Plain City and Dublin Library building projects may move some patrons to MPL at least temporarily. 22 out of 22 of the library levies in the state passed. Richwood Library passed a replacement levy.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley – Did not meet. Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Chad Seeberg for Rebecca Wever – Did not meet, however, Rebecca Wever mentioned that the Eagle Scout project/little free libraries is moving forward.

Operations – Chad Seeberg for Robert Buckley (Chair), David G, Speicher, Perry Parsons – Did not meet, however, Robert Buckley asked about insurance for MPL staff. Mike Schmenk answered that the insurance would stay about the same.

OLD BUSINESS-

None.

NEW BUSINESS-

Staff Raises- Director Nowels asked that the Board authorize the director to award raises effective January 2018 with the understanding that estimated 2018 salary expenditures would not exceed a 3% increase over 2017 salary appropriations.

President Seeberg asked for a motion to authorize the director to award raises effective January 2018 with the understanding that estimated 2018 salary expenditures would not exceed a 3% increase over 2017 salary appropriations.

Motion 57-17

Perry Parsons moved to authorize the director to award raises effective January 2018 with the understanding that estimated 2018 salary expenditures would not exceed a 3% increase over 2017 salary appropriations, seconded by Robert Buckley.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

Motion to authorize the director to award raises effective January 2018 with the understanding that estimated 2018 salary expenditures would not exceed a 3% increase over 2017 salary appropriations was approved as presented.

Closing MPL for New Year’s Eve, Sunday, December 31, 2017- Director Nowels presented closing for New Year’s Eve this year only. If approved, this would not be a paid holiday.

President Seeberg asked for a motion to authorize Director Nowels to make the decision to close for New Year’s Eve this year only after asking the staff working if closing would cause undue hardship.

Motion 58-17

Perry Parsons moved to authorize Director Nowels to make the decision to close for New Year's Eve, this year only, after asking the staff working if closing would cause undue hardship, seconded by Rebecca Wever.

Parsons	Aye	Buckley	Aye	Speicher	Aye
Tiller	Aye	Wever	Aye	Thompson	Aye

Motion to authorize Director Nowels to make the decision to close for New Year's Eve, this year only, after asking the staff working if closing would cause undue hardship was approved as presented

It was agreed that discussion of Notary would be tabled for next meeting, December 20, 2017.

Acknowledgment of Gifts- Director Nowels reported that there were no significant gifts this month.

Board of Trustees focus group- Mandy Simon, Consultant, facilitated this discussion.

PUBLIC COMMENTS:

None.

UPCOMING EVENTS:

November 27	Christmas Walk and Tree Lighting, Partners Park
November 29	Parliamentary procedure program @ library
November 30	School Board meeting
December 9	"Merrysville" event (with Santa at the Library)
December 14	Sensitive Santa
December 16	Social Saturday and Santa at Raymond

ADJOURNMENT:

The meeting was adjourned by President Seeberg at 7:13 pm.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main location at 5 p.m. on December 20, 2017.

Chad Seeberg, President

Rhonda Thompson, Secretary



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
Operations and Finance Committee
December 18, 2017 @ 5:30p.m.
Meeting Room B**

The Marysville Public Library Board of Trustees Operations and Finance Committee met on Monday, December 18, 2017 at the Main Library location.

Attending: Robert Buckley (Chair), David G. Speicher and Perry Parsons

Staff: Nieca Nowels, Michael Schmenk and Cindy Crawford

Guests: None

Public: None

CALL TO ORDER

Meeting called to order at 5:32 pm by Mr. Buckley.

APPROVAL OF MINUTES

Mr. Buckley asked for approval of the minutes as submitted.

Motion 59-17

Perry Parsons moved approval of the minutes as submitted, seconded by David Speicher.

Mr. Buckley asked for approval of the agenda as submitted.

Motion 60-17

David Speicher moved approval of the agenda as submitted, seconded by Perry Parsons.

OLD BUSINESS

Lobby Refresh – Update. Director Nowels is working with Rich from Library design to obtain ideas for new lobby refresh.

NEW BUSINESS

Insurance Quotes- Discussion about various plans, proposed plan 1 is recommended.

Temporary Appropriations Budget- Discussion and questions, it was recommended that the Board approve the Temporary Appropriations Budget.

PUBLIC COMMENTS:

No public comments.

ADJOURNMENT:

Mr. Buckley adjourned the meeting at 6:39 pm.

Robert Buckley (Committee Chair)



**MINUTES OF
MARYSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES**

December 20, 2017

The Marysville Public Library Board of Trustees met on December 20, 2017, in meeting room B.

Attending: Chad Seeberg, Perry Parsons, Anita Tiller, Robert Buckley, Rhonda Thompson and Rebecca Wever.

Absent: David G. Speicher.

Staff: Nieca Nowels, Michael Schmenk and Cindy Crawford.

Guests: Rayne Warne.

CALL TO ORDER

President Seeberg called the meeting to order at 5:02 p.m.

MEET THE STAFF

Director Nowels introduced staff member Rayne Warne. Rayne is a circulation clerk and is originally from the Columbus area and came home to Marysville to spend time with his mom. His undergrad is from Judson University in the Chicago area. His MFA is from Regent University in Virginia Beach. Rayne reports that he enjoys helping people, especially with movies. He helped Adult Reference with their Letter to Home series. Rayne is currently writing a screenplay around the supernatural and natural disasters.

APPROVAL OF MINUTES –

President Seeberg asked if there were any corrections regarding the minutes from the November 15, 2017 meeting. Adjustment was made in the meet the staff.

Motion 61-17

Rebecca Wever moved approval of the minutes as presented, seconded by Rhonda Thompson.

Parsons	Aye	Buckley	Aye	Speicher	Absent
Tiller	Aye	Wever	Aye	Thompson	Aye

Minutes were approved as amended.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the agenda as amended.

Motion 62-17

Robert Buckley moved approval of the agenda as amended, seconded by Rhonda Thompson.

Parsons	Aye	Buckley	Aye	Speicher	Absent
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Tiller Aye Wever Aye Thompson Aye
Agenda approved as amended.

FRIENDS OF THE LIBRARY UPDATE

No update.

FINANCIAL REPORT –Michael Schmenk, Fiscal Officer, presented the November 2017 Appropriations budget and expenses. Discussion of the report followed.

President Seeberg asked for approval of the November 2017 Financial Report as presented.

Motion 63-17

Perry Parsons moved approval of the November 2017 report as presented, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Absent
Tiller	Aye	Wever	Aye	Thompson	Aye

The November 2017 financial report was approved as presented.

President Seeberg asked for a motion to move \$150K to the Building Fund from the General Fund

Motion 64-17

Robert Buckley moved to move \$150K to the Building Fund from the General Fund, seconded by Rebecca Wever.

Parsons	Aye	Buckley	Aye	Speicher	Absent
Tiller	Aye	Wever	Aye	Thompson	Aye

Motion to move \$150K to the Building Fund from the General Fund was approved as presented.

DIRECTOR’S REPORT – Nieca Nowels

Director Nowels gave a brief review of the written report that was included in the monthly packet for the Board Members. It was reported that three libraries, Pataskala, Delaware and Granville will join the CLC in March 2018. CLC will be joining Search Ohio, tentative go live date is 1/24/18. App is now live. Zinio will no longer be used, Zinio will likely be replaced by OverDrive.

COMMITTEE REPORTS –

Executive – Rebecca Wever (Chair), Rhonda Thompson, Robert Buckley – Did not meet. Nothing to report.

Planning and External Relations – Anita Tiller (Chair), Rhonda Thompson, Chad Seeberg for Rebecca Wever – Did not meet. Nothing to report.

Operations –Robert Buckley (Chair), David G, Speicher, Perry Parsons – Met and discussed the Lobby refresh, health insurance quotes. MPL will incur a higher cost of about 11% and will contribute \$75/mo to HSA for each covered employee. The deductible will remain the same.

OLD BUSINESS-

Notary Policy- Discussion by board.

President Seeberg asked for a motion to change the notary policy as presented.

Motion 65-17

Rebecca Wever moved to approve the new verbiage of the notary policy as presented, seconded by Rhonda Thompson.

Parsons	Aye	Buckley	Aye	Speicher	Absent
Tiller	Aye	Wever	Aye	Thompson	Aye

Motion to approve the new verbiage of the notary policy approved as presented.

NEW BUSINESS-

Temporary Appropriations Budget for 2018- Discussion.

President Seeberg asked for a motion to adopt the temporary appropriations budget for 2018 as presented.

Motion 66-17

Perry Parsons moved to adopt the temporary appropriations budget for 2018 as presented, seconded by Anita Tiller.

Parsons	Aye	Buckley	Aye	Speicher	Absent
Tiller	Aye	Wever	Aye	Thompson	Aye

Motion to adopt the temporary appropriations budget for 2018 as presented, was approved as presented.

Acknowledgment of Gifts- Director Nowels reported that MPL received the donations in celebration of Don Russell's 95th birthday.

Executive session-

President Seeberg asked for a motion to move into executive session to discuss two employees' job performance and compensation.

Motion 67-17

Perry Parson's moved to go into Executive Session for the purpose of discussing two employees' job performances for compensation reasons, seconded by Rhonda Thompson. Roll call was taken.

Parsons	Aye	Buckley	Aye	Speicher	Absent
Tiller	Aye	Wever	Aye	Thompson	Aye

PUBLIC COMMENTS:

None.

UPCOMING EVENTS:

December 24-25	Library closed
December 26	Library trivia at Boston's. Bring your visiting family!
December 31	Library closed
January 1	Library closed

ADJOURNMENT:

The meeting was adjourned by President Seeberg at 7:13 pm.

Next board meeting date: Wednesday, January 17, 2017 @ 5:00 pm at Main Library.

This meeting will serve as our annual organizational meeting, and will include the following:

- Officer elections
- Committee appointments
- Swear in Fiscal Officer
- Bond coverage for Fiscal Officer approved
- Resolution for Fiscal Officer salary

Chad Seeberg, President

Rhonda Thompson, Secretary