



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

January 17, 2023

In Attendance: Chad Seeberg, Abigail Anderton, Josh Rice, Bill Forgette, Perry Parsons, Beth Yendrek (arrived at 5:29 pm)

Absent: Laura Zureich

Guests: Dave Irish

Staff: Nieca Nowels and Michael Schmenk

CALL TO ORDER

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

OATHS OF OFFICE

Josh Rice was sworn in as a board member. Mike Schmenk took oath as Fiscal Officer.

APPROVAL OF MINUTES

President Seeberg asked for a motion to accept the minutes as presented.

Motion 01-23

Bill Forgette moved approval of the minutes for December 21, 2022. Seconded by Abigail Anderton. Minutes were approved.

APPROVAL OF AGENDA

President Seeberg asked for approval of the January 17, 2023 agenda as presented.

Motion 02-23

Abigail Anderton moved to approve the January 17, 2023 agenda as presented, seconded by Perry Parsons. Agenda was approved as presented.

FRIENDS OF THE LIBRARY UPDATE

Dave Irish gave an update from the Friends of the Library. They anticipate presenting a check for \$16,000. They will host a membership drive kickoff in March.

ELECTION OF OFFICERS

President Seeberg asked for a motion to approve the slate of candidates for officers for 2023.

Motion 03-23

Bill Forgette moved to accept the slate of candidates as Officers for 2023. Perry Parsons seconded the motion to accept the slate of candidates. Motion passed.

REGULAR MEETING DATE AND TIME

President Seeberg asked for a motion to establish the schedule for 2023. Regular meetings will be held the third Wednesday of each month at 5:00 p.m. Committee meetings will be scheduled as needed.

January 17
February 15
March 15
April 19
May 17
June 21

July 19
August 16
September 20
October 18
November 15
December 20

Motion 04-23

A motion was made to establish the regular meeting date and time for 2023 as listed in the agenda. Perry Parsons motioned to establish the 2023 schedule and Abigail Anderton seconded. Motion passed.

RESOLUTION FOR FISCAL OFFICER'S SALARY

Resolution: Be it resolved by the Board of Trustees of the Marysville Public Library that the Fiscal Officer's salary for 2023 will be \$40,675. This went into effect October 1, 2022.

Motion 05-23

A motion was made by Perry Parsons to accept the resolution for the Fiscal Officer's salary as presented, Bill Forgette seconded. Motion passed.

FINANCIAL REPORT

The Board discussed the December 2022 Financial Report. The board discussed the logistics of Mike working remotely and discussed that he would attend board meetings virtually. A motion was made by Abigail Anderton to approve the December 2022 Financial Report as presented, seconded by Beth Yendrek.

Motion 06-23

Abigail Anderton moved to approve the December 2022 Financial Report as presented, seconded by Perry Parsons. The December 2022 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nieca Nowels provided highlights from her written report to the Board. The HR Manager position has been posted. The Youth Services Department will be losing a librarian. It is Nieca's intention to look at previous candidates for the position. There are also two circ clerk positions. MPL was awarded a grant for \$31,652

COMMITTEE REPORTS

There were no committee reports because no committees met this month.

COMMITTEE APPOINTMENTS

Committee appointments are as follows:

Operations committee

Perry Parsons (Chair), Abigail Anderton, Josh Rice

Planning & external relations committee

Beth Yendrek (Chair), Bill Forgette, Laura Zureich

Executive committee

(VP) Laura Zureich, Perry Parsons, Beth Yendrek

OLD BUSINESS

None at this time.

NEW BUSINESS

Resolution for Advance Distribution of Tax Dollars

BE IT RESOLVED that the Board of Trustees of the Marysville Public Library authorizes the Fiscal Officer of the Library, Michael F. Schmenk, on behalf of the Marysville Public Library, to receive tax advances and settlements from the Union County Auditor for the year 2023.

Motion 07-23

A motion was made by Perry Parsons to approve the Resolution for Advance Distribution of Tax Dollars, seconded by Bill Forgette. Motion passed.

Administrative Assistant job description

Motion 08-23

A motion was made by Bill Forgette to approve the proposed job description for an Administrative Assistant, seconded by Josh Rice. Motion passed.

ACKNOWLEDGEMENT OF GIFTS

\$32.70-Donations in Donation Box

Total Donations: \$32.70

PUBLIC COMMENTS

There were no public comments.

UPCOMING EVENTS

January 24	Trivia at Boston's
February 2	As the Page Turns book club
February 9	Books on Tap book club
February 14	Once Upon a Wine book club
February 15	Book Banter book club

ADJOURNMENT

The meeting was adjourned by President Seeberg at 6:02 p.m.

Next Board Meeting date: Wednesday, February 15th, 2023 at 5:00 p.m. in Meeting Room A.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:

Abigail Anderton, Board Member



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

February 15, 2023

In Attendance: Chad Seeberg, Laura Zureich, Josh Rice, Bill Forgette, Perry Parsons, Elizabeth Yendrek

Absent: Abigail Anderton

Guests: Dave Irish

Staff: Nieca Nowels, Michael Schmenk (via ZOOM)

CALL TO ORDER

President Seeberg called the meeting to order at 5:01p.m.

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the Jan 17, 2023 meeting.

Motion 09-23

Laura Zureich moved approval of the minutes of Jan 17, 2023, as presented, seconded by Bill Forgette.

Parsons Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Absent Forgette Aye

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the February 15, 2023 agenda as amended. Removed Item 1.

Motion 10-23

Elizabeth Yendrek moved to approve the February 15, 2023 agenda as amended seconded by Josh Rice.

Parsons Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Absent Forgette Aye

FRIENDS OF THE LIBRARY UPDATE

Mr. Irish reported the funds are currently valued at \$397,560. There was positive publicity for Friends in the local newspaper on February 14, 2023, with a picture featured on the front page. A \$16, 059.57 check was presented to the library. The Friends membership drive starts in March. March 25th will be the start of the next Friends of the Library book sale held in Meeting room A.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM. The Board discussed the January 2023 financial report. President Seeberg asked for a motion to approve the January 2023 Financial Report as presented.

Motion 11-23

Laura Zureich moved to approve the January 2023 Financial Report as presented and seconded by Perry Parsons.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Absent	Forgette Aye		

The January 2023 Financial Report was approved as presented.

DIRECTOR’S REPORT

Director Nowels shared that four job offers were made and then accepted by prospective employees. Positions are expected to be filled as soon as background checks are completed. Administrative assistant interviews will begin shortly thereafter. Director Nowels stated that Mr. Schmenk would be given access to administrative assistant applications in order to aid in the interview process. Ms. Zureich inquired about the Human Resources position opening. Two applications currently meet the qualifications and are being considered. Both the Planning and Operations committees can be expected to meet in March. Mr. Forgette inquired about smart book drops for the library. The Marysville Public library was awarded a plaque by the Union County Department of Disabilities honoring the institution for being the “Most Accommodating Business”.

The prospect of updating cameras at the Raymond branch of the MPL was discussed.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons - Did not meet
Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette - Did not meet
Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice - Did not meet

OLD BUSINESS

No old business

NEW BUSINESS

There was a discussion of the upcoming levy and concerns about different financial options the MPL should pursue.

Motion 12-23

Bill Forgette made a motion to have the Fiscal Officer reach out to the County Auditor to review the financial options open to the Marysville Public Library in regard to the upcoming levy. This was seconded by Perry Parsons.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Absent	Forgette Aye		

Updates to the MPL Employee Handbook were distributed to all Board Members. Sections of the MPL Employee Handbook that correspond to Brian Dostanko’s report, presented at the December 21, 2022 meeting, were asked by President Seeberg to be reviewed

by all Board members with suggestions for how to align the two documents ready for the March 15, 2023 meeting.

RECOGNITION OF GIFTS

\$40.00 - Julie Perdue-General Donation
\$500.00 - George C. Hines III-General Donation
\$23.35 - Donations in Donation Box

PUBLIC COMMENTS

No public comments

UPCOMING EVENTS

February 28	Trivia at Boston's
March 4	OLC Library Trustee Workshop
April 26	OLC Library Legislative Day

ADJOURNMENT

The meeting was adjourned by President Seeberg at 5:50 p.m.
The next board meeting will be on Wednesday, March 15, 2023 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Elizabeth Yendrek



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

March 15, 2023

In Attendance: Chad Seeberg, Laura Zureich, Josh Rice, Abigail Anderton, Perry Parsons, Elizabeth Yendrek

Absent: Bill Forgette

Guests: Dave Irish, Andrea Weaver

Staff: Nieca Nowels, Michael Schmenk (via ZOOM)

CALL TO ORDER

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

BRIEFING from Union County Auditor Andrea Weaver

Ms. Weaver presented information about library levy options to consider for upcoming elections.

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the Feb 15, 2023 meeting.

Motion 13-23

Perry Parsons moved approval of the minutes of Feb 15, 2023, as presented, seconded by Laura Zureich.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the March 15, 2023 agenda as presented.

Motion 14-23

Abigail Anderton moved to approve the March 15, 2023 agenda as presented, seconded by Perry Parsons.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

Agenda approved as presented.

FRIENDS OF THE LIBRARY UPDATE

Mr. Irish reported the funds are currently valued at \$368,156. Bill Eley was welcomed to the Friends of the Library Board. Chad Seeberg was announced as the Friends Honoree for the

year 2023. The celebration will be tentatively held in September. The Friends membership drive starts in March. March 25th will be the start of the next Friends of the Library book sale held in Meeting Room A.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM. The Board discussed the February 2023 financial report. There was a discussion on the levy options and considerations. President Seeberg asked for a motion to approve the February 2023 Financial Report as presented.

Motion 15-23

Perry Parsons moved to approve the February 2023 Financial Report as presented and seconded by Laura Zureich.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The February 2023 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels shared that several new staff members have started working at the MPL. There is an offer in progress for an administrative assistant. An HR manager search is still underway. The Friendship Committee has requested Ms. Nowels participate in a library exchange with sister city Yorii in Japan. The Marysville Chamber of Commerce has offered to donate \$1000 towards expenses for the exchange. Both the Planning and External Relations Committee and the Operations and Finance Committee were in favor of Ms. Nowels' participation in the library exchange.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons - Did not meet
Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette- There was a discussion about different levy options we should consider in regard to a continuing, replacement, or renewal levy. The proposed Resolution #1 that Nieca had prepared was read and discussed. Suggestions from Mr. Brian Dostanko in regard to updating the MPL Handbook were reviewed. It was decided that the Grievance Procedure should be the first attended to and updated.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Met. Perry said they recommend passing the updated appropriations budget. They also looked over the bookmobile quote.

OLD BUSINESS

Motion 16-23

Laura Zureich moved to approve ordering and purchasing a bookmobile from Farber Specialty Vehicles not to exceed \$275,000, seconded by Perry Parsons.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The motion was approved.

NEW BUSINESS

There was a discussion of the upcoming levy and concerns about different financial options the MPL should pursue, as well as, a request to approve the resolution to request the county auditor's certification for potential levy renewal or replacement at 1.5 mil.

Officially: Resolution requesting the Union County Auditor to certify the total current tax valuation of The Library District of the Marysville Public Library Union, County, Ohio and the amount to be generated during the first year of collection of a replacement/renewal of an existing tax for current expenses of the Marysville Public Library.

Motion 17-23

Perry Parsons made a motion to table the resolution. This was seconded by Laura Zureich.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The motion to table the resolution was passed.

Request for the approval of the final appropriations budget for 2023 as presented.

Motion 18-23

Abigail Anderton moved to approve the final appropriations budget for 2023, seconded by Perry Parsons.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The motion to approve the final appropriations budget for 2023 as presented was passed.

The approval of the closing of the library from the morning of Monday, April 3, 2023, until noon of the same day in order to host a full staff meeting was requested.

Motion 19-23

Perry Parsons moved to approve the library closing the morning of April 3, 2023 until noon of the same day. This was seconded by Elizabeth Yendrek.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

Motion 19-23 passed.

RECOGNITION OF GIFTS

\$16,059.57 – Friends of the Library Endowment Fund Donation
\$0.65 - Donation Box

Total Donations- \$16,060.22

PUBLIC COMMENTS

No public comments

UPCOMING EVENTS

March 16 STEAM Night (Teen/Tween Program)

March 20 Lego Club (meets regularly)
March 21 Virtual Author Talk- Chef Jernard A. Wells
March 25 Easter Eggstravaganza
March 25-30 Friends of the Library Book Sale (Meeting Room B)
March 28 Trivia Night
April 4 What Genealogy Databases Can Do for You
April 4 Virtual Author Talk- Kate Beaton
April 12 Home Food Preservation: How to Can Food
April 26 OCL Library Legislative Day

ADJOURNMENT

The meeting was adjourned by President Seeberg at 6:35 p.m.

The next board meeting will be on Wednesday, April 19, 2023 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Elizabeth Yendrek



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

April 19, 2023

In Attendance: Chad Seeberg, Laura Zureich, Josh Rice, Abigail Anderton, Perry Parsons, Elizabeth Yendrek

Absent: Bill Forgette (attended via ZOOM)

Guests: Dave Irish

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling

CALL TO ORDER

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

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the March 15, 2023 meeting.

Motion 20-23

Perry Parsons moved approval of the minutes of March 15, 2023, as presented, seconded by Laura Zureich.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, President Seeberg asked for approval of the April 19, 2023 agenda as presented.

Motion 21-23

Abigail Anderton moved to approve the April 19, 2023 agenda as presented, seconded by Josh Rice.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

Agenda approved as presented.

FRIENDS OF THE LIBRARY UPDATE

Mr. Irish reported that the endowment fund is currently valued at \$362,672. A check was given to the library for \$600 for events during National Library Week. Also, a check was provided for \$1000 for the Summer Reading Program. Mr. Irish reported well over \$1000 was made at the book sale. The Friends Membership meeting will likely be held on the 2nd Thursday in September. President Chad Seeberg will be the honoree.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM.

End of March, looking good. \$126,000 for 50% down payment on mobile. Note in April statement- Auditor's office accidentally advanced \$680,000. Keep for now. Spending more on material, books, audio, etc.

Motion 22-23

Perry Parsons moved to approve the March 2023 Financial Report as presented and seconded by Abigail Anderton.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The March 2023 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels shared that a copy of HR updated description was created and reviewed by Laura. Only job opening currently. Hoping to post tomorrow and fill asap. Nieca, Ali, and President Seeberg will attend Legislative Day next Wednesday. Nieca sent an email to request the Board to contact Representative Richardson regarding library funding. Friendship committee next Wednesday. Discussed eclipse in 2024, may want to close that day in April. President Seeberg wondered if we might want to host an event. Nieca is mostly concerned about staff transportation. Josh asked a question about House Bill 33.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons – Did not meet.

Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette Did not meet.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Did not meet.

OLD BUSINESS

The tabled levy was discussed with agreement for Nieca to reach out to Andrea about November's potential projections and to table the levy until the Board meeting in June for further discussion.

NEW BUSINESS

Discussion of the HR Manager/Deputy Fiscal Officer job made for some clarifications on the description and salary. Nieca will post the job opening tomorrow on various platforms.

Motion 23-23

Abigail Anderton made a motion to approve a new HR Manager/Deputy Fiscal Officer job description as amended. This was seconded by Elizabeth Yendrek.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The motion to approve the HR Manager/Deputy Fiscal Officer job description as revised was passed.

RECOGNITION OF GIFTS

\$27.16 – Donation Box

\$300.00 – Union County Genealogical Society- Donation for Hayes Obituary Index

\$250.00 – Lambert Jewelers- Summer Reading Program Donation

Total Donations- \$577.16

PUBLIC COMMENTS

Nieca reported that a patron dropped off a basket of goodies for Autism Awareness Month. This was from the Wills family. They mentioned the library is their son's favorite place.

Josh Rice gave props to the staff and the ability to notarize, especially in a jam. He had a family member in need of last-minute notarization and they were able to get help here in evening hours.

UPCOMING EVENTS

April 25	Trivia at Boston's (Library hosted)
April 26	OLC Library Legislative Day
May 11	Union County Law Enforcement Memorial
May 19	Friday Night Uptown
May 20	Union County Farmers Market starts up

Earth day- 9:00 Planting trees with Cub Scouts. This year they will be black oak and dawn redwood for the annual tree giveaway. Giving out 250 trees.

Spoke about the tutor program. There were questions about how long it would last and how they were paid. Nieca reported that we are still waiting on some paperwork.

ADJOURNMENT

The meeting was adjourned by President Seeberg at 5:50 p.m.

The next board meeting will be on Wednesday, May 17, 2023 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling



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

May 17, 2023

In Attendance: Chad Seeberg, Laura Zureich, Josh Rice, Abigail Anderton, Perry Parsons, Elizabeth Yendrek

Absent: Bill Forgette

Guests: Ace Nicol, Chelsey Moore

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling

CALL TO ORDER

Chad Seeberg called the meeting to order at 5:01 p.m.

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the April 19, 2023 meeting.

Motion 24-23

Laura Zureich moved approval of the minutes of April 19, 2023, as presented, seconded by Abigail Anderton.

Parsons	Aye	Zureich	Aye	Rice	Aye	Yendrek	Not Present
Anderton	Aye	Forgette	Absent				

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, it was established that "3. Friends of the Library update" would be skipped, as Dave Irish was not there to present.

President Seeberg asked for approval of the May 17, 2023 agenda as amended.

Motion 25-23

Perry Parsons moved to approve the May 17, 2023 agenda as amended, seconded by Abigail Anderton.

Parsons	Aye	Zureich	Aye	Rice	Aye	Yendrek	Not Present
Anderton	Aye	Forgette	Absent				

Agenda approved as amended.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM.

At the end of April, the library is looking good financially. Salary and wages are good, as well as benefits. As mentioned before, library materials are up. This could be from increased money spent on Hoopla and CLC dues, which are paid early in the year.

Motion 26-23

Laura Zureich moved to approve the April 2023 Financial Report as presented and seconded by Josh Rice.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The April 2023 Financial Report was approved as presented.

DIRECTOR’S REPORT

Director Nowels shared an update on staffing. HR interviews are being conducted this week. Two promising candidates so far.

We regret that we will not be serving as a Summer Lunch site. The Food Services Coordinator at Marysville Public High School notified us that we were no longer eligible to serve as a site. The Access Newsletter from the Ohio Library Council says that the ODE is still looking for sites. Nieca is looking further into it.

In looking at the Facilities Report, President Seeberg raised concerns about the elevator contract. Director Nowels reassured that Ron feels confident in the switch of maintenance provider.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons – Did not meet.

Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette Did not meet.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Did not meet.

OLD BUSINESS

Nieca informed the Board that Andrea had responded with the potential items to be on the ballot in September.

NEW BUSINESS

Nieca introduced guests Ace Nicol and Chelsey Moore, both employees of MPL. Ace explained that they go to the Marysville STEM school and to meet the requirements to receive their Honors Arts Diploma, they need to fulfill the criteria of “field experience” in the community. Ace would like to paint a mural in the downstairs hallway of the library of a tree with books at the ends of the branches, with the quote, “I have always imagined that Paradise will be a kind of library.” - Jorge Luis Borges. Ace showed a sketch of their idea for the mural and discussed the details that would be added.

Motion 27-23

Josh Rice made a motion to approve Ace Nicol painting a mural in a designated location at the library. This was seconded by Beth Yendrek.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
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Anderton Aye Forgette Absent

The motion to approve the painting of the mural by Ace Nicol was passed.

RECOGNITION OF GIFTS

\$20.01 – Donation Box

\$600.00 – Friends of the Library (Donation in support of staff/patron giveaways for National Library Week)

Total Donations- \$620.01

Summer Reading Donations

\$1000.00 – Friends of the Library

\$150.00 – Marysville Elks

\$100.00 – Marysville Kiwanis

\$500.00 – Memorial Health

\$250.00 – Milholland Financial

\$500.00 – Moose Lodge

\$500.00 – Sam Jackson’s Enterprises

\$250.00 – Union Rural Electric

\$100.00 – Yurasek, Owens-Ruff, Spain, & Fritz

Total Summer Reading Donations - \$3,350

Coupon/Ticket Donations:

Boston’s Pizza

Cedar Point

Columbus Clippers

Columbus Zoo

Chipotle

Cincinnati Zoo

Culver’s

Dragon Lanes

Get Air Columbus

King’s Island

Maize at Darby Creek

The Ribbon Box

Texas Roadhouse

Union Station 1820

PUBLIC COMMENTS

Several Board members are unable to attend the regular June meeting date.

UPCOMING EVENTS

May 19 Friday Night Uptown

May 20 Union County Farmers Market starts up

May 23 Trivia at Boston’s (Library hosted)

May 29 Memorial Day, Library Closed

June 2 Touch a Truck

June 9 Friday Night Uptown

June 10 Marysville Pride Event

Motion 28-23

Perry Parsons made a motion to move the June 21, 2023 Board Meeting to Tuesday, June 20, 2023 at 5:00. This was seconded by Laura Zureich.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The motion to approve the changing of the date of the June Board Meeting was approved.

ADJOURNMENT

The meeting was adjourned by President Seeberg at 5:46 p.m.

The next board meeting will be on Tuesday, June 20, 2023 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling



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

June 20, 2023

In Attendance: Chad Seeberg, Laura Zureich, Josh Rice, Perry Parsons, Bill Forgettingte, Elizabeth Yendrek

Absent: Abigail Anderton

Guests: None

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling

CALL TO ORDER

Chad Seeberg called the meeting to order at 5:01 p.m.

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the May 17, 2023 meeting.

Motion 29-23

Perry Parsons moved approval of the minutes of May 17, 2023, as presented, seconded by Laura Zureich.

Parsons	Aye	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Absent	Forgettingte	Aye				

Minutes were approved as presented.

APPROVAL OF AGENDA

After a review of the agenda, it was established that "9. Public Comments" should be moved to "3." on today's agenda and permanently, in respect of the community's time.

President Seeberg asked for approval of the June 20, 2023 agenda as amended.

Motion 30-23

Beth Yendrek moved to approve the June 20, 2023 agenda as amended, seconded by Josh Rice.

Parsons	Aye	Zureich	Aye	Rice	Aye	Yendrek	Aye
Anderton	Absent	Forgettingte	Aye				

Agenda approved as amended.

PUBLIC COMMENTS

Nieca started by bringing attention to an issue she had emailed the Board about. June is PRIDE month and the Youth Services department has a display set up for patrons. The library has received negative emails and comments expressed to the staff at the desk in response to the display. Nieca sent some of the emails and incident reports to the Board prior to the meeting.

On a positive note, Nowels informs that a positive message was received today, with a “Thank you,” for the display being up and available to the youth of our community. President Seeberg had written a letter of response to one of the patrons who submitted a complaint via email prior to the meeting and the Board was provided it as well to review ahead of time. Board members discussed revisions to the letter and worked collaboratively to respond.

Beth shared that she attended a “Mom Party” and was told that the women’s children love the scavenger hunts the YS department creates for the kids. Overall, the moms and kids are super happy with the library.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM.

Everything is still in good shape. There is a good amount in assets and in the general fund. As mentioned in previous months, material costs are up due to more money spent on Hoopla and CLC dues paid early.

Mike inquired about the tutor grant and Nieca assured him that we now have a UEI# and will inquire with Jessica about the status of the paperwork and the cut off dates for the program. Once situated, the budget may be updated.

Motion 31-23

Bill Forgette moved to approve the May 2023 Financial Report as presented and seconded by Beth Yendrek.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Absent	Forgette Aye		

The May 2023 Financial Report was approved as presented.

DIRECTOR’S REPORT

Director Nowels shared an update on the HR/ Deputy Fiscal Officer position search. An offer letter was given to the candidate the managers thought would be of best fit, but she ultimately turned it down for a better offer elsewhere. Nieca is thinking about next steps.

As an update about the summer lunch program, it was shared that we did receive approval for the pavilion to be a host site, however we were unable to find help for the food on short notice. Nowels shared that the Marysville Schools superintendent emailed her back and wishes to help us in the future. Next year, Nieca will make sure to look into the program at the beginning of the calendar year.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons – Did not meet.

Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette Did not meet.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Did not meet.

Committees will not meet in July. Next committee meetings will be Tuesday, August 15, 2023.

OLD BUSINESS

Upon confirmation that a 1.5 millage for the levy would work for the budget, the Board discussed and agreed that it was best to wait until March to be on the ballot as there is some concern any levy on the November ballot is to be voted a “no” by the community. The board agrees to wait until March to go on the ballot.

Motion 32-23

Perry Parsons made a motion to adopt the adaptation of the levy for March. This was seconded by Bill Forgette.

Parsons Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Absent Forgette Aye

The motion to adopt the adaptation of the levy for March was passed.

NEW BUSINESS

Nieca presented the new quote that Ron obtained for the brickwork outside the library. The quote was for \$15,500 and would require 25% down with the rest upon completion. After review of the bid, the Board agreed to Utmost Renovations completing the project.

Motion 33-23

Laura Zureich made a motion to approve moving forward with Utmost Renovations for a project quoted at \$15,500. This was seconded by Josh Rice.

Parsons Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Absent Forgette Aye

The motion to approve the project for \$15,500 to be completed by Utmost Renovations was passed.

RECOGNITION OF GIFTS

\$1.01 – Donation Box

\$550.00 – Friends of the Library (Donation in support of employee lounge upgrades)

Total Donations- \$551.01

UPCOMING EVENTS

June 27	Trivia at Boston’s (Library hosted)
July 4	Library Closed
July 7	Friday Night Uptown
July 13	Books on Tap book club
July 25	Trivia at Boston’s
July 29	Summer Celebration
August 18	Friday Night Uptown
August 22-27	Friends of the Library Book Sale

Motion 34-23

Perry Parsons made a motion to forego the July Board meeting and reconvene at the Board Meeting on Wednesday, August 16, 2023 at 5:00. This was seconded by Bill Forgette.

Parsons Aye Zureich Aye Rice Aye Yendrek Aye

Anderton Absent Forgette Aye

The motion to approve waiting until August for the next Board Meeting was approved.

ADJOURNMENT

The meeting was adjourned by President Seeberg at 6:23 p.m.

The next board meeting will be on Wednesday, August 16, 2023 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling



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

August 16, 2023

In Attendance: Chad Seeberg, Laura Zureich, Josh Rice, Perry Parsons, Bill Forgette, Abigail Anderton

Absent: Elizabeth Yendrek

Guests: Pastor Christian Downey-Thompson, Jamie Thompson-Downey, Dave Brinson, Jessica Smith, Sharon McFarlane, Jim McFarlane, Nola Stemple, Cathy Hay, Larry Williams, Debbie Williams, Heidi Orahoad, Chelsey Moore, Kara Gibson, Elizabeth Elswick, Lisa Richards, Robert Richards, Vicki Watson, Mark Berardi, Michael Matthews

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Casey Rhine

CALL TO ORDER

Chad Seeberg called the meeting to order at 5:01 p.m.

MEET THE STAFF

Director Nowels introduced the new Human Resources Manager, Casey Rhine. Casey stated that he got his start in HR in the military. There he went through very progressive training. He received his bachelor’s degree earlier this year and previously worked for a non-profit that aided in domestic violence in Logan County. He is excited to join the Marysville Public Library.

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the June 20, 2023 meeting.

Motion 35-23

Perry Parsons moved approval of the minutes of June 20, 2023, as presented, seconded by Laura Zureich.

Parsons Aye Zureich Aye Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

President Seeberg asked for approval of the August 16, 2023 agenda as presented.

Motion 36-23

Abigail Anderton moved to approve the August 16, 2023 agenda as presented, seconded by Bill Forgette.

Parsons Aye Zureich Aye Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

Agenda approved as presented.

PUBLIC COMMENTS

As a reminder, content is not verbatim but a sense of what was said. Our Administrative Assistant did the best she could to catch names. Not everyone signed in with actual names, so it was difficult to refer to that to get the correct names.

Pastor Christian Downy- Was there because of FB posts about MPL content and against the director. Brought visual aids, specifically things in library that children have access to that have sexual content. These were all heterosexual books, not just LGBTQ+ titles. Library is not a daycare, but a warehouse of knowledge. Where we store information. He came to the library with his mom as a child and she monitored what he saw and read while there. This is not 1950s. Thanked Nieca for being inclusive and a voice for him. He thinks the library needs more books and more funding. He noted receiving strange looks for being in kids section alone as a grown male. Staff is paying attention.

Jim Mcfarland- Had a question about accessibility, specifically about "This book is Gay?" Those who disagree with having this book, what is procedure? Nieca answers there is a form at the desk to fill out. Looked up book. 12 available in central Ohio but not in our collection at this time. It can be requested. Resident of county, Fairbanks school district.

Richards- About request for reconsideration... what is the process? Nieca explains how she reviews it and talks to manager about book and makes decision. She responds to person with a concern, they can bring to board if not happy. Does not want "porn" on shelf. Loves library though. Just "concerned". Chad commented that Reconsideration is 2.7 in policy manual.

Vicky Watson- comment to 1950s, would welcome a return to that era, much more "moral". Response to those books from earlier- no child is going to go looking for art history. The PRIDE displays were in faces. Would not bring granddaughter to library. Christian, discussed bible and says when you're an adult do what you want but don't put on kids. Director needs to stand up for kids. Commented that books about Jesus wouldn't be on display for a month. Feels there is peer pressure for transgenders now and they are not old enough or mature enough to make these decisions. Feels the library is "pushing" these books on kids. Who picks these books for purchase and displays. Nieca and Chad spoke about the collection development policy. Youth and adult services managers look at reviews and select what is of value to add to our collection.

Heidi Orahood- Raymond, asked if we have seen the pictures in the books? Showed picture on phone. Was here to appeal to the common decency. Going on all over the nation. Christians are trying to rein in the fall off of morality. Felt the library had a transgender agenda in June. Feels young children and teens should not be exposed to it.

Michael Mathews- Marysville, Expressed concerns for book on display here. Are we going to advertise book next year? Glorified people and its history. Harvey Milk from 60s back to 1800s. Nieca- Would we anticipate displaying this again? We look at what's celebrated each month. Black history, women's history, etc. June was Pride month, that is why we chose Pride. He asked if we do religious displays? Nieca- We have events tied to Christmas and Easter.

Nola Stepall- She said she has grandchildren and great grandchildren, would never want them to have their hands on those books. As children, they don't need to learn about all of that. Says the library needs to protect them from that. They don't need to know about masturbating and sexual acts, etc.

Sharron McFarlan- Says there are articles about Early Childhood sexualization, and encouraged the staff and Board to look into it, and how it affects them. The effects are far reaching. Pointed out that colorful images attract kids.

Larry Williams- He is just as appalled that there are heterosexual books here. He asked if we put up a display about Men's Health in June. Recommends display of those in the future, and as prominent as any other month.

Kathy Hay- Feels that these books in the library showing sex and transgender have led to her granddaughter being involved in a sex ring for children. She was almost kidnapped, and the detectives stopped it. She believes this leads up to people preying on our children. She doesn't want any more of her grandkids to be accosted, and she feels some of these books help lead up to this. Claims her neighbor's daughter thinks she is a lesbian because of these books.

Heidi or Vicky? Felt very little attention was paid to her concerns, letters. She thinks we will sweep this under the rug. Thinks tax payers should have a say in what is purchased with their money. Chad pointed out that she was voicing her concern here at the meeting and with letters. Sent letter in response based on what the board discussed. Board had drafted a letter of response to an early concern that was expressed, and others received similar responses. She feels that the response was not personal. We are not the enemy, we are here to protect rights and our children.

Jamie Thompson Downy asked if the library was tax funded. Mr. Seeberg responded through property tax and the state budget/state income taxes. Jamie asked that we please keep separation of tax and state. Keep religion out of it. The people in the LGBTQ+ community also pay taxes. Marysville is made up of all types of people. Please consider there is a push for religious reform.

Pastor Debra Williams- We have our own world views but that should not dictate children to be sexual objects. She said "Stranger danger" is not acceptable and now grooming is saying it's okay if it feels good. Pedophilia is being made okay. Bringing little children's minds into this. She knows someone who is transgender and in counseling for many years. That individual has been sexually abused but doesn't want to associate with their former self because of abuse. Our children shouldn't be targeted and groomed. She sees the damage. Adults okay, but children should be protected, not exposed to these books.

Dave Brinson- Empathizes with most in room. Lived in 50s and remembers it. What we are talking about does exist but they can get the information anywhere. Not condoning it and active with kids. Responsibility is not on library, internet, media, or any other source. Responsibility is on Parents, we instill values and that is where they make their life decisions. Monitor them. Take more responsibility in our kids lives. Growing up pornography was sears catalog. Be more aware as parents. Be more involved.

Mark Berardi- put together display with support of supervisor. Thank you for the support from the board and staff. We take our jobs seriously as they help the youth. They do their best on reference questions to find the information they are looking for and help with reader's advisory. Really appreciated supporting the intellectual freedom of children not in the room but perspectives and lives matter.

Sharron McFarlane- Concern about materials in the library has nothing to do with LGBTQ. Just the content of the materials. Any sexual content that children might see is dangerous.

Chad thanks public. We will take all concerns into consideration and provide guidance to staff.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM. Overall, the Library's financial position is good. We are budgeting well. Expenditures are below budget. The travel and training budget is over, but that is due to the trip to Yorii and new employee training costs. Material costs are up as well, but we have moved and prorated items ahead of time.

Motion 37-23

Bill Forgette moved to approve the June 2023 Financial Report as presented and seconded by Abigail Anderton.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The June 2023 Financial Report was approved as presented.

Motion 38-23

Abigail Anderton moved to approve the July 2023 Financial Report as presented and seconded by Bill Forgette.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The July 2023 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels shared that the Bookmobile is estimated to be complete at the end of May 2024. We are beginning to think about staffing of the vehicle and where we would like to take it. Nieca will be reaching out to Wings Support and Recovery for a partnership. The strategic plan is looking good and moving forward. Many of the tasks are being accomplished.

Nieca recognizes that two donations have been made toward her upcoming trip to Yorii. The Union County Community Improvement Corporation (CIC) donated \$1000, and the Friends of the Library donated \$1000 as well.

We will be posting for applicants to apply for an open Board position for 2024. It will open at the end of 2023, President Chad Seeberg will reach his term limit. We are hoping to do interviews in early October. President Seeberg may invite Marysville School Board members to sit in on the interviews.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons – Did not meet. Will be sending out the Modified 360 evaluation for managers to fill out and return.

Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette – Met on Tuesday, August 15th, 2023 at 4:30. Discussion of the progress of the Strategic Plan occurred. Policy revisions that the new HR will begin to work on were addressed. Lastly, there was Bookmobile discussion.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Met on Tuesday, August 15th, 2023 at 5:30. Perry updated that Ron has received quotes for replacing the carpet. Ron also talked to Library Design and they would be able to coordinate the moving of all of the books, shelves, and other furniture as well as install the carpet for the project. He is going to reach out to them for an official quote. For the painting work needing done, 5-Star Designs provided the favorable quote. These two companies would work together to complete both paint and carpet in a timely and efficient manner. The estimated availability of the companies was early 2024. The estimate for replacing ceiling tiles on the 1st floor of the library was high. Perry volunteered to help Ron with the labor of this project. Perry also offered to vet the project and get some community service volunteers to assist. This project would need to be completed before the paint and carpet refresh. The downstairs tiles are okay, as they are from the 2007 remodel. Once Library Design submits their offer, and if the library board approves it, scheduling of the projects can begin. Library Design is approved through the state and doesn't require public bid.

OLD BUSINESS

None.

NEW BUSINESS

Nieca had sent out an email with a copy of a sample Social Media Policy update. Ali had tailored another library's policy to fit our standards. As the Board is looking at the sample policy, Laura recommends a wordage change and to remove "Twitter".

Motion 39-23

Perry Parsons made a motion to approve the new language for PS 6.3 Social Media of the Marysville Public Library Policy Manual. This was seconded by Laura.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The motion to approve the new language was passed.

Motion 40-23

Perry Parsons made a motion to approve the accepting of the donation of \$135.00 from the Forgette Family for the purchase of LGBTQ+ titles. This was seconded by Abigail Anderton.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The motion to accept the donation was passed.

Director Nowels states that an email address created by the CLC exclusively for Board use has been in discussion. The email would have one member in charge of it and monitoring it on a regular basis. They would then disperse the email to the members of the Board from there. Chad expressed that having this designated email would allow the library to have documentation for any possible records requests. Nieca states that the email cost is \$55 per year. Abigail mentions that the Board should create a set of rules and regulations for handling the email account and the responses.

Motion 41-23

Abigail Anderton made a motion to approve the request for the CLC to create a library email for Board use. This was seconded by Josh Rice.

Parsons Aye Zureich Aye Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

The motion to create the Board email address was passed.

RECOGNITION OF GIFTS

\$39.20 – Donation Box

Total Donations- \$39.20

UPCOMING EVENTS

August 18	Friday Night Uptown
August 22-27	Friends of the Library Book Sale
August 22	Trivia at Boston's (Library hosted)
August 26	Mini Comic Con
September 2-10	Director on mission trip to Japan (Yorii)

ADJOURNMENT

The meeting was adjourned by President Seeberg at 6:34 p.m.

The next board meeting will be on Wednesday, September 20, 2023 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling



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

September 20, 2023

In Attendance: Laura Zureich, Josh Rice, Perry Parsons, Bill Forgette, Abigail Anderton
Absent: Chad Seeberg, Elizabeth Yendrek
Guests: Elizabeth Elswick, Kai VanDyke, Teddy Valinski, Larry Williams, Nola Stemple, “Betty Boop,” Christian Downey-Thompson, Jamie Thompson-Downey, Julia Cardone
Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Jessica Smith

CALL TO ORDER

Vice President Laura Zureich called the meeting to order at 5:06 p.m.

MEET THE STAFF

Vice President Zureich introduces Jessica Smith, Youth Services Manager.

Jessica shares that she has worked in libraries for the past 13-14 years. She obtained her degree at Kent State. Then, worked at Southwest, Worthington, and Delaware libraries. She has been working in Youth Services departments for the past 7 years. She has been with Marysville Public Library as the Youth Services Manager for a year and a half.

Jessica discusses several projects she is working on currently. She is heading the staff development day to take place on October 9th. She will be attending the OLC convention next week. In the Youth Services Department, she is working to get books more aligned to the “Science of Reading” approach. Her staff has been visiting schools in the community, i.e., a book talk with middle schoolers.

APPROVAL OF MINUTES

Vice President Zureich asked if there were any corrections regarding the minutes from the August 16, 2023 meeting.

Vice President Zureich mentions there is a typo on the word “parents” in the Public Comments section.

Motion 42-23

Bill Forgette moved to approve the minutes of August 16, 2023, as amended, seconded by Abigail Anderton.

Parsons	Absent	Zureich (chair)	Rice	Aye	Yendrek	Absent
Anderton	Aye	Forgette		Aye		

Minutes were approved as amended.

APPROVAL OF AGENDA

After a review of the agenda, Vice President Zureich asked for approval of the September 20, 2023 agenda as presented.

Motion 43-23

Abigail Anderton moved to approve the September 20, 2023 agenda as presented, seconded by Bill Forgette.

Parsons Absent Zureich (chair) Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

Agenda approved as presented.

Board Member Perry Parsons joined the meeting at 5:14 pm.

PUBLIC COMMENTS

Vice President Zureich starts off by informing the public about the guidelines for public comments, and sharing some of our Core Values.

Teddy Valinksi: He states that he is a resident of Uptown Marysville and appreciates the library. He appreciates the inclusivity and information we are able to provide the community. He says "Thank you," and expresses his appreciation of our Board members and staff.

Christian Downey-Thompson: He is a resident of Dover Township. He states that he said everything that he wished to say at last month's Board meeting. This time, he wanted to take the opportunity to thank Director Nieca Nowels and the Manager of Youth Services for inclusivity. He then inquires about how one is able to donate to the library for purchase of materials. Director Nowels explained and he responds that he will email at a later time.

Vice President Zureich thanks everyone for their attendance and gives the public the opportunity to exit the meeting if they so wish.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM. Financially, still looking good. Revenue is above budget and expenses are under budget. He mentions Nieca's trip to Yorrii and the money we received toward the cost through donations.

Motion 44-23

Josh Rice moved to approve the August 2023 Financial Report as presented and seconded by Abigail Anderton.

Parsons Aye Zureich (chair) Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

The August 2023 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels discussed some updates needed to the Library's policies. One that the Tech Services Manager brought up was making a minor change to the policy for lost or damaged materials. The proposed revision is referred to in the packet handed out to the Board. The proposed revision would allow us to change our procedures and allow patrons to provide a replacement and only pay the processing fee. Another policy update would be revising the book and AV donations policy. It was cleaned up and shortened and specifies that we do not accept

copied materials. Third, we have been having issues with loitering in the back stairwell (employee/emergency entrance and exit), therefore, the public behavior policy needs addressed. Added language about no loitering and no overnight staying.

Nowels reported on her trip to Sister City Yorii. She shared a packet with a PowerPoint and pictures with the Board. The trip was all about building and maintaining relationships between Union County and Yorii. Many companies in the county are Japanese owned and provide jobs to our community. Nieca feels her network has grown from this experience. The Director of the Yorii Library was surprised that Nieca was able to make it and very appreciative of her visit.

Director Nowels informed the Board that so far there have been two applications submitted for the open trustee position. We will continue to accept applications through the end of September.

Nowels shared that Mandy Simon (library spaces consultant) toured the library yesterday. She will provide feedback on how we can better utilize our space. Specifically, looking at ways to make things easier and more comfortable for our patrons and staff. Once Mandy provides her ideas, Nieca will share them with the managers and Board.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons – Did not meet.

Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette Did not meet.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Met on Tuesday, September 19, 2023.

Perry informs that at the meeting the quote by Library Design Associates was reviewed. Ron has been asked to provide additional quotes from movers. Bill offered a company name to contact.

OLD BUSINESS

None.

NEW BUSINESS

The Board reviews the Resolution for Certification.

Motion 45-23

Perry Parsons made a motion to pass a Resolution for certification with a change in the date, to commence January 1st, 2024. This was seconded by Abigail Anderton.

Parsons	Aye	Zureich (chair)	Rice	Aye	Yendrek	Absent
Anderton	Aye	Forgette	Aye			

The motion to approve was passed.

The next item up was the update to PS 3.52.

Motion 46-23

Abigail Anderton made a motion to approve the new language for PS 3.52 Lost or Damaged Fees. This was seconded by Bill Forgette.

Parsons Aye Zureich (chair) Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

The motion to approve the new language was passed.

Review of Appendix C was addressed.

Motion 47-23

Bill Forgette made a motion to approve the new language for Appendix C- Acceptable Book and A/V Donation. This was seconded by Perry Parsons.

Parsons Aye Zureich (chair) Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

The motion to approve the new language in Appendix C was passed.

Lastly, the Board reviewed the update to the Public Behavior Policy.

Motion 48-23

Perry Parsons made a motion to approve the new language for PS 7.1 Public Behavior Policy. This was seconded by Abigail Anderton.

Parsons Aye Zureich (chair) Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

The motion to approve the new language for the PS 7.1 was passed.

RECOGNITION OF GIFTS

\$21.05 – Donation Box

\$1,000.00 – Friends of the Library- Donation towards Japan Sister City Trip

\$1,000.00 – Community Improvement Corporation- Contribution towards Japan Sister City Trip

Total Donations- \$2,021.05

Motion 49-23

Abigail Anderton made a motion to accept with appreciation the gifts presented. This was seconded by Josh Rice.

Parsons Aye Zureich (chair) Rice Aye Yendrek Absent
Anderton Aye Forgette Aye

The motion to accept the gifts was passed.

UPCOMING EVENTS

September 26	Trivia at Boston's (Library hosted)
Through September	Architectural Scavenger Hunt
October 6	Hosting LADG
October 6	Red Cross Blood Drive
October 6	Friday Night Uptown
October 9	Library Closed- Staff Inservice Day

Board talked about possibly changing the date of the November meeting to Tuesday, November 14th, 2023.

ADJOURNMENT

Motion 50-23

Bill Forgette made a motion to adjourn the meeting at 5:54 pm. This was seconded by Abigail Anderton.

Parsons	Aye	Zureich (chair)	Rice	Aye	Yendrek	Absent
Anderton	Aye	Forgette	Aye			

The motion to adjourn was passed.

The next board meeting will be on Wednesday, October 18, 2023 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling



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

October 18, 2023

In Attendance: Chad Seeberg, Laura Zureich, Josh Rice, Perry Parsons, Bill Forgette, Abigail Anderton

Absent: Elizabeth Yendrek

Guests: Jessica Smith, Erin McIntosh, Elizabeth Elswick

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Leah McCoy

CALL TO ORDER

Chad Seeberg called the meeting to order at 5:01 p.m.

MEET THE STAFF

Director Nowels introduces Leah McCoy, Tech Services Manager.

Leah informs that she has been Tech Services Manager for 1 year now and with the library a total of 11 years. When she began in 2012, she was a circulation assistant, gradually did both circ assistant and tech services, and then in 2014 began cataloging full time. Once the position for manager became available, she excitedly applied and was offered the opportunity. Currently, she is working on her Master's in Library Science degree through Kent State University, and is taking advantage of the tuition reimbursement program. She has a couple of associate degrees, including one in ASL. Other interests of hers include: community theatre, playing guitar, writing folk songs, and her 3 cats.

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the September 20, 2023 meeting.

Motion 51-23

Abigail Anderton moved approval of the minutes of September 20, 2023, as presented, seconded by Perry Parsons.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

Minutes were approved as presented.

APPROVAL OF AGENDA

President Seeberg asked for approval of the October 18, 2023 agenda as presented. Director Nowels noted that we needed to take out the carpeting and painting item up for approval. Chad agrees and notes it will be discussed in committee reports.

Motion 52-23

Laura Zureich moved to approve the October 18, 2023 agenda as amended, seconded by Josh Rice.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

Agenda approved as amended.

PUBLIC COMMENTS

None.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM.

Finances are looking good. The balances of both the building and general fund are looking pretty good, above where they were last year. We are in a good position as a library. Revenue is above budget. The upcoming renovations project will cost a couple hundred thousand dollars, but we will still be in good shape.

Laura Zureich mentions that she notices on the financial reports the headings are different, in how we (the library) refer to ourselves. Nieca informs that we are officially "Marysville Public Library." Mike agrees to make the change to headers on future reports so they all say the correct title.

Bill brings attention to the PLA conference in 2024, which is being held in Columbus. Nieca mentions that she registered herself earlier today. The Board voices that they would like to see Staff Day money spent on sending a majority of staff to the conference. They are aware it is costly, but are okay with spending the money. Nieca notes that she will look at the schedule of programming and see what is offered that will most benefit our staff.

Mike mentions that United Healthcare gave him the renewal quote for the staff health insurance. The rate was really good and low. He advises we continue with United Health.

Motion 53-23

Abigail Anderton moved to approve the September 2023 Financial Report as presented and seconded by Perry Parsons.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The September 2023 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels shared the gift, a custom made bookmark, she gave to the library staff in Yorii last month on her trip. She gives one to each of the Board members.

Nieca states that we will discuss further in Committee Reports and New Business, but Mike has recommended replacement of the levy over renewal.

Nowels mentions to thank Becky Wever for doing a great job at the Books and Brew event held at Walking Distance Brewing Company. It was well attended and Perry mentions that it brought in close to \$1500 for the Friends of the Library.

Director Nowels brings up a letter that the library staff had sent to the Board previously. President Seeberg voices that the staff is concerned about and looking for solutions when difficult patrons approach. Nieca has been looking into policies on displays and exhibits. Laura suggests that there should be a committee to help develop the collections policies. Bill Forgette and Abigail Anderton express their interest in being on a committee to do this. The Board agrees that there should be staff from both Youth and Adult on the committee. Nowels is going to reach out to the staff to see who would be interested in participating.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons – Did not meet.

Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette Did not meet.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Josh reports that the committee met and discussed the upcoming recarpeting project. They are waiting on a quote from a moving company, Hallett. Nieca chimes in that Ron heard from the company today and they want more information about the library in order to provide a quote. Chad also notes that Ron was going to be contacting Library Design to get their quote itemized for comparison to the Hallett quote.

Chad informs that the upcoming levy was discussed as well. Mike recommended to replace the levy at the same milage. The committee agreed.

OLD BUSINESS

None.

NEW BUSINESS

President Seeberg reports that the Board held interviews for the upcoming Board of Trustees vacancy. They had 8 very good candidates submit applications. After scoring all of the interviewees, they were most impressed with Erin McIntosh. Therefore, the Board recommends Erin McIntosh for the position on the Marysville Public Library Board of Trustees. This recommendation will be submitted to the Marysville Exempted Village School District Board of Trustees for their vote. Two members of the school board took turns sitting in on the interviews. They were happy to attend and were going to relay all of the information to the school board.

Motion 54-23

Abigail Anderton made a motion to approve the recommendation of Erin McIntosh to the Marysville Exempted Village School District Board for appointment to the Marysville Public Library Board of Trustees, for a seven-year term set to expire December 31, 2030. This was seconded by Josh Rice.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The motion to approve was passed.

Erin McIntosh expresses her gratefulness. She is excited to be a part of the Board and get more involved with the library.

Nieca brings attention to the Resolution. She has updated it to be a replacement, along with current dates and names. Nieca will get signatures on the document from Chad and Mike. Erica will deliver it to the auditor's office tomorrow.

Motion 55-23

Bill Forgette made a motion to approve the Resolution requesting the County Auditor to certify amounts under R.C. 5705.03(B)(2) of the Library District of the Marysville Public Library, Union County, Ohio, to replace the existing levy for current expenses of the Marysville Public Library, Marysville, Union County, Ohio. This was seconded by Abigail Anderton.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The motion to approve was passed.

RECOGNITION OF GIFTS

\$30.40 – Donation Box

\$25.20 – Anonymous- Materials Donation through Amazon

Total Donations- \$55.60

Motion 56-23

Perry Parsons made a motion to accept with appreciation the gifts presented. This was seconded by Abigail Anderton.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The motion to accept the gifts was passed.

Director Nowels brought to attention the date of next month's Board meeting. She asks if Tuesday, November 14th, 2023 will work for the members. Bill will not be able to attend but all other members agree on the 14th. Nowels mentions that she may need to leave early to lead book club at Dalton Union Winery and Brewery. President Seeberg confirms, the next Board meeting will be Tuesday, November 14th.

The November School Board meeting is on November 16th. Our Board appointee and the Levy Resolution will be on their agenda.

UPCOMING EVENTS

October 24	Trivia at Boston's (Library hosted)
October 28	Halloween Hoopla
October 28-31	Friends of the Library Book Sale
October 31	Marysville Trick-or-Treat
November 9	Books on Tap at Walking Distance Brewing Company
November 22	Library Closing at 5pm
November 23	Library Closed- Thanksgiving

November 27

Marysville Christmas Walk & Tree Lighting

Chad moved to take the meeting into Executive Session. Staff were dismissed.

EXECUTIVE SESSION

Motion 57-23

Abigail Anderton made a motion to go into Executive Session for the purpose of discussing an employee's job performances for compensation reasons. This was seconded by Bill Forgette. A roll call vote was taken as follows:

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Absent
Anderton Aye	Forgette Aye		

The motion to enter Executive Session was passed.

At 6:11 p.m. the Board entered Executive Session.

The Board exited Executive Session at 7:02 p.m.

ADJOURNMENT

The meeting was adjourned by President Seeberg at 7:03 p.m.

The next board meeting will be on Tuesday, November 14, 2023 at 5:00 p.m. at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling



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

November 14, 2023

In Attendance: Chad Seeberg, Laura Zureich, Josh Rice, Perry Parsons, Abigail Anderton, Elizabeth Yendrek

Absent: Bill Forgette

Guests: Jessica Smith, Erin McIntosh

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Ron McGlone

CALL TO ORDER

Chad Seeberg called the meeting to order at 5:06 p.m.

MEET THE STAFF

Nieca Nowels introduced Ron McGlone, Facilities Manager, to the Board.

Ron states that he started at Marysville Public Library in 2004. He has seen the library go through many positive changes as technology has progressed.

Ron was born and raised here and has worked in the county all his life. Prior to the library, he worked for the County Commissioners for about 10 years and at Heartland Nursing Center for 5, as Safety Coordinator.

Ron enjoys working at MPL and the staff. He finds fulfillment in keeping everyone safe.

Chad thanks Ron for his hard work.

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the October 18, 2023 meeting.

Motion 61-23

Abigail Anderton moved approval of the minutes of October 18, 2023, as presented, seconded by Laura Zureich.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

Minutes were approved as presented.

APPROVAL OF AGENDA

President Seeberg asked for approval of the November 14, 2023 agenda with an amendment, to include Board Email Policy as the final item under New Business.

Motion 62-23

Perry Parsons moved to approve the November 14, 2023 agenda as amended, seconded by Laura Zureich.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

Agenda approved as amended.

PUBLIC COMMENTS

None.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM. He stated that finances are still looking good. Our assets are up, higher than last year. Revenue is above last year's as well. Our expenses are well maintained and under budget, other than material costs. Nieca mentions that the increase in material costs may reflect the addition of the "Library of Things."

Perry thanks Mike for reaching out to the County Auditor Andrea Weaver for TIF values.

Nieca mentions also reaching out to Andrea about extension of a TIF that was discussed at city council meeting last night. It was for Coleman's crossing. There is a limited time that certain TIFs can be extended. Discussion of how the extension would impact us. Chad questions if we should draft something to the City. Final reading to be Nov 27th at City Council.

Motion 63-23

Beth Yendrek moved to approve the October 2023 Financial Report as presented and seconded by Abigail Anderton.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The October 2023 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels shared that the Resolution for the levy has been drafted and will hopefully pass later in the meeting. If approved, Chad and Mike will sign and she will deliver it to the school board tomorrow.

The school board will be meeting on Thursday evening and on their agenda is the levy and approval of the new MPL Board member. The school board has asked Nieca to attend and speak about the levy. Nieca plans to attend and discuss the levy.

Next, Nieca informs about an issue the circulation department has been having with the loaning of the hot spots. We have been putting tamper tape on them as it was discovered that borrowers are opening them and messing with them. Recently, someone swapped the SIM cards in one of them and forgot to take it out before returning it to the library. Michelle discovered this incident when trouble shooting with T-Mobile on the phone. We are looking into how other libraries handle this and if there are extra charges. The Board raises the question on if they are being circulated enough since COVID. Nieca informs them that they are being taken out steadily and sees the need to continue to loan them out.

PLA sign up was offered to all staff. Nieca says that not all staff were interested in going. As a result, we will not need to close for any days, we will have the staff to cover. We will have our normal Staff Day in 2024, as it was enjoyed by all the staff.

Chad asks Nieca to share what she hears back from the County Auditor about how much the Coleman's Crossing possible extension would impact the library, so that a letter can be drafted to the city council. Nieca and Laura to sign letter to the council in opposition of extending the TIF in question.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons – Did not meet. Laura notes that upon completion of Executive Session, they have given Nieca her 360 Review results and she will be meeting with her to review, discuss, and move forward.

Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette Did not meet.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Did not meet

OLD BUSINESS

Discussed the carpeting and painting project. Ron had reached out for quotes to move the furniture/shelving. LDA's quote seemed large, but Hallett finally sent back a quote for \$69,400 for 9 days. LDA was estimating 18 days and the "moving" portion of their quote was \$31,809. Ron believes it to be the lowest we will find. LDA is approved through the state and therefore we could forego public bid if we go with them. All together everything would be around \$226,490 through LDA, who is also willing to coordinate with the painters.

Painters are willing to replace the ceiling tiles if we buy them. Might be able to work tiling into the time frame of the paint and carpet.

Discussion of the pricing. Seems high to several Board members. Perry points out that it's a lot of money. While the moving is cheaper, the carpet and install are considerably more. Laura asks if Levi's is cheaper. Perry mentions LDA is easier but we'd be spending \$70,000 more. There is discussion of the coordination that needs to happen; paint and carpet need coordinated due to the necessity to move the shelving for both. Laura asks if Ron can help with coordination. Ron mentions that is above him, usually a contractor is hired, or it is included in the bid. If we don't go with LDA, we must go out to bid. Laura wants justification for the excess from LDA. Perry points out \$50,000 Levi's plus Hallett \$70,000- \$120,000 in all. Over \$190,000 from LDA. Ron says quality of LDA is commercial and very good quality. State of Ohio approved. Not sure of Levi's quality. Rite Rug wouldn't give him a quote... they are who helped us last time. Realized that if you add the cost of upstairs and downstairs carpet, you aren't as far off in the total. Ron mentions we have had a hard time finding movers. Hallett was the only other company willing to quote it and they may end up costing more if the project takes more than 9 days. Chad asks what Ron's recommendations is as facilities manager, Ron says LDA and forego public bid. Beth wonders how much a project manager would cost, and doing the math there is not as large of a difference. They start the process of making a motion. Then, mid-motion discussion starts up again. They think we could break it up and have it cost less. Concern expressed about spending money like this when we are getting ready to go on the ballot. They mention the need for a financial policy specifying that we keep a required amount of money in the general fund. Due to the upcoming levy, they decide to hold off on this project. Decide to regroup and send it back to Operations and Finance Committee for now.

NEW BUSINESS

President Seeberg brings attention to the printed and distributed 2nd Levy Resolution. Board members look it over.

Motion 64-23

Perry Parsons made a motion to approve the Resolution requesting the Board of Education of the Marysville Exempted Village School District, Union County, Ohio, to proceed and submit the question of a replacement of the existing levy for current expenses of the Marysville Public Library, Marysville, Union County, Ohio. This was seconded by Laura Zureich.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The motion to request the proceeding of the submission of the question of the replacement was passed.

Discussion of Raises- Talked of how we had done raises in the past, which was sometimes a percentage number not to go over of the previous year. Also had been told that if it worked with the budget it was fine. So just wanted to get some guidelines and suggested 4%. Nieca received the potential numbers from Casey today, so needs to look it over. Operations will meet in December to review budget. Nieca is hearing anywhere from 3-8% from other libraries. Laura asks how comparable those libraries are to MPL. Perry asks if the salaries budget will increase substantially. Nieca points out that we are adding two more positions, so the salaries total will increase. Chad asks what appropriations will look like on the salary line item. Mike said he talked to Casey, and that 5-8% looks reasonable to Mike. Will see where things stand once the budget is complete. Did not vote.

Motion 65-23

Perry Parsons made a motion to authorize the Director to reach out to Organizational Architecture to get on their calendar for another compensation study in 2024, as well as ask them to compare holidays that the library observes to other organizations. This was seconded by Beth Yendrek.

Parsons Aye	Zureich Aye	Rice Aye	Yendrek Aye
Anderton Aye	Forgette Absent		

The motion to authorize the Director to reach out to Organizational Architecture was passed.

Chad introduces the topic of the Board Email Policy. He sent an email to the Board members with an informational copy of some procedural steps. He poses the idea that it could, perhaps, fit in Section 4 of the Bylaws. Chad asks the members for feedback on language of the proposed steps and cleaning it up. Beth chimes in that she has been checking the Board email account and no one has emailed. She checks it every day, except on the weekends. Any email that she would receive though, she would not respond independently. She states that she would like better guidelines on how to handle an email, should she get one.

Director Nowels exits the meeting at 6:22 to lead Book Club at Dalton Union Winery and Brewery.

Motion 66-23

Beth Yendrek made a motion to approve the Board email use policy as amended and add it to the Board Bylaws. This was seconded by Abigail Anderton.

Parsons Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Absent

The motion to approve a Board email use policy was passed and will be added to the Board Bylaws.

RECOGNITION OF GIFTS

- \$1.90 – Donation Box
- \$100.00- Patricia Mills and Family- in memoriam of Josette Brown
- \$30.00- Leslie N. Moore- in memoriam of Josette Brown
- \$50.00- Richard & Lisa Mills- in memoriam of Josette Brown
- \$150.00- Jarrod & Samira Mills- in memoriam of Josette Brown
- \$100.00- Julianne Graham- in memoriam of Josette Brown
- \$50.00- Carole J. Moodispaugh- in memoriam of Josette Brown
- \$50.00- Edwin & Charlene McGuire- in memoriam of Josette Brown

Total Donations- \$531.90

Motion 67-23

Perry Parsons made a motion to accept with appreciation the gifts presented. This was seconded by Josh Rice.

Parsons Aye Zureich Aye Rice Aye Yendrek Aye
Anderton Aye Forgette Absent

The motion to accept the gifts was passed.

UPCOMING EVENTS

- November 22 Library Closing at 5pm
- November 23 Library Closed- Thanksgiving
- November 27 Marysville Christmas Walk & Tree Lighting (vote on tiff as well)
- November 28 Trivia at Boston’s (Library hosted)
- December 8 Red Cross Blood Drive
- December 9 “Merrysville” holiday event
- December 18 Sensitive Santa
- December 24 Christmas Eve- Library Closed
- December 25 Christmas- Library Closed
- January 1 New Year’s Day- Library Closed

ADJOURNMENT

The meeting was adjourned by President Seeberg at 6:29 p.m.
The next board meeting will be on Wednesday, December 20, 2023 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling



MINUTES OF THE MARYSVILLE PUBLIC LIBRARY BOARD OF TRUSTEES

December 20, 2023

In Attendance: Chad Seeberg, Josh Rice, Perry Parsons, Bill Forgette, Elizabeth Yendrek

Absent: Laura Zureich, Abigail Anderton

Guests: Jessica Smith, Kara Gibson

Staff: Nieca Nowels, Michael Schmenk (via ZOOM), Erica Heberling, Lauren Lemmon

CALL TO ORDER

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

MEET THE STAFF

Director Nowels introduces Lauren Lemmon to the Board.

Lauren states that she has been with MPL for a little over 5 years. Previously, she worked at the library in Port Clinton, which is where she originally met Director Nowels. While she was at Port Clinton, she went full time and obtained her Masters. She then obtained her position in Marysville.

She has two sons and five grandchildren. She enjoys that the position allowed her to move closer to her family. Originally from Pennsylvania, Lauren mentions she is a Steelers fan.

Bill asks Lauren what her favorite part of Adult Services is. She responds that she most likes the reference side and readers advisory. Being able to help a patron with finding a book, Tech 1-On-1, or printing something out are some tasks she finds fulfillment in. She notes that it is fun to watch people come in and discover the Library of Things. Our patrons have really been taking advantage of the items offered and it has been a success. Lauren shared of an interaction with a woman who was looking for a book in our Spanish Language Collection and Lauren was able to point her in the right direction, ultimately leading the woman to hug the book she desired to check out and tell of the happiness it brought her to be in her native language.

Chad thanks Lauren for her hard work and positive interactions with our patrons.

APPROVAL OF MINUTES

President Seeberg asked if there were any corrections regarding the minutes from the November 14, 2023 meeting.

As the Board is reviewing the minutes, Josh Rice enters the meeting at 5:09.

While still reviewing, Beth Yendrek exits the meeting at 5:11 due to illness.

Motion 68-23

Perry Parsons moved approval of the minutes of November 14, 2023, as presented, seconded by Josh Rice.

Parsons Aye Zureich Absent Rice Aye Yendrek Absent
Anderton Absent Forgette Aye

Minutes were approved as presented.

APPROVAL OF AGENDA

President Seeberg asked for approval of the December 20, 2023 agenda as presented.

Motion 69-23

Bill Forgette moved to approve the December 20, 2023 agenda as presented, seconded by Perry Parsons.

Parsons Aye Zureich Absent Rice Aye Yendrek Absent
Anderton Absent Forgette Aye

Agenda approved as presented.

PUBLIC COMMENTS

Guest and staff member, Kara Gibson, addressed the Board with her concerns on the accessibility of the Marysville and Raymond branches to our disabled patrons.

Kara begins by telling us about her husband, who was hurt in Afghanistan in 2012. His experience left him an amputee and using a wheel chair for mobility.

She first addresses the parking lot at Marysville. There are 2 handicapped spaces by the front door, but one of them is angled, therefore making it hard for a patron in a wheelchair to stabilize themselves and not roll. Then, she states that the Plum Street parking lot has no dedicated handicapped parking spaces and the doors to enter on that side of the building do not have a handicap accessible button to assist in mechanically opening the doors. Kara suggests adding an opener to the Plum Street doors and potentially one to one of the restrooms since there are none currently.

After expressing her concerns for Marysville, she notes the issue and incident at the Raymond location. In the parking lot there, the concrete threshold is not level and her husband's wheelchair wheels got stuck, causing him to fall out of his chair. She thanks the Board for listening to her concerns.

Bill thanks Kara for coming to the Board and assures her that they will look into ADA compliance and make sure that we not only meet, but intend to exceed those requirements for our patrons.

Chad assures her that her concerns will be looked into and thanks her.

Perry asks about the availability of the handicapped spots and Kara replies that they are often parked full. She also adds that the ramp from the spaces to the door is very narrow and hard for wheelchairs to navigate.

The Board thanks her for all of the information and she exits the room.

The Board and Nieca agree that a consultant should come look at the concerns and see how to go about making our building more accessible to disabled patrons. Nieca is going to speak with

Ron McGlone, Facilities Manager, about the concerns and have him reach out to his contacts for consulting.

FINANCIAL REPORT

Mr. Schmenk gave the financial report remotely via ZOOM. He stated that finances are looking decent. Our financial position at the end of November is above where it was last year. Going forward into the new year, both revenue and expenses are looking good. Our revenue is positive and expenses under budget. He mentions materials being up, but suggests we move money in the budget to accommodate the rising costs, this will be discussed later in New Business. Mr. Schmenk acknowledges that we have carryover in the General Fund, but that it is good to have carryover in the 4th year of a levy cycle.

Motion 70-23

Bill Forgette moved to approve the November 2023 Financial Report as presented and seconded by Josh Rice.

Parsons	Aye	Zureich	Absent	Rice	Aye	Yendrek	Absent
Anderton	Absent	Forgette	Aye				

The November 2023 Financial Report was approved as presented.

DIRECTOR'S REPORT

Director Nowels begins discussing the topic of the Levy Committee. She asks the Board who would like to serve on the committee. Chad Seeberg and Josh Rice agree that they are willing to. Nieca will keep them updated. She mentions that Rebecca Thomas, the new Friends of the Library President, is interested in serving on the Levy Committee as well. She will be attending the next Board meeting. Nieca provides the Board with an email address dedicated to levy business as to not conflict with her position at the library.

Nieca's 2024 Levy Email Address: nnowels@gmail.com

Chad voices that he wishes to chair the committee. Josh then voices that he wishes to co-chair. They will need access to the levy bank account at Richwood Bank. Nieca states that there should still be a balance of around \$1,000 left in the account. She is going to set up a Levy Committee meeting to take place in January and will contact those interested after the holidays.

Nieca is concerned about the January meeting because Chad will no longer be President and Laura will not be able to attend. Beth will be asked to chair the January Board meeting. Nieca is also concerned that we need to have another signatory for checks. She will look into the paperwork tomorrow.

Nieca informs the Board of Bookmobile update. Per an email she received yesterday, August 6th, 2024 is the new date proposed for it to be ready.

COMMITTEE REPORTS

Executive - Laura Zureich (Chair), Elizabeth Yendrek, and Perry Parsons – Did not meet.

Planning and External Relations - Elizabeth Yendrek (Chair), Laura Zureich, and Bill Forgette Did not meet.

Operations and Finance - Perry Parsons (Chair), Abigail Anderton, and Josh Rice – Committee met on Tuesday, December 19 to discuss Temporary Appropriations Budget for 2024. It was agreed upon to recommend for approval by the Board.

OLD BUSINESS

None.

NEW BUSINESS

President Seeberg brings attention to the Temporary Appropriations Budget.

Motion 71-23

Bill Forgette made a motion to approve the Temporary Appropriations Budget for 2024. This was seconded by Perry Parsons.

Parsons Aye	Zureich Absent	Rice Aye	Yendrek Absent
Anderton Absent	Forgette Aye		

The motion to approve the Temporary Appropriations Budget for 2024 was passed.

Mike informs the Board of a proposed update to the 2023 Budget. He states that we are looking to move \$20,000 from Line 50,000- Capital Outlay to Line 40,000 Library Materials.

Motion 72-23

Perry Parsons made a motion to approve making changes to the 2023 Budget as recommended by the Fiscal Officer. This was seconded by Josh Rice.

Parsons Aye	Zureich Absent	Rice Aye	Yendrek Absent
Anderton Absent	Forgette Aye		

The motion to approve the change to the 2023 Budget was passed.

The next item up for approval was the request from the Fiscal Officer for a bond for his position in the amount of \$100,000 for the 2024 calendar year. His current bond is the same. Perry raises the question of whether the board should also approve a bond for another staff member. Mike suggested Casey Rhine, HR Manager and Deputy Fiscal Officer. They agree upon the suggestion and fees to get Casey bonded. Nieca will look at getting him sworn in as Deputy Fiscal Officer in January.

Motion 73-23

Perry Parsons made a motion to approve a bond for the Fiscal Officer in the amount of \$100,000 for the 2024 calendar year. This was seconded by Bill Forgette.

Parsons Aye	Zureich Absent	Rice Aye	Yendrek Absent
Anderton Absent	Forgette Aye		

The motion to approve the bond was passed.

Motion 74-23

Perry Parsons made a motion to approve a bond for Casey Rhine, as Deputy Fiscal Officer, in the amount of \$100,000 for the 2024 calendar year. This was seconded by Josh Rice.

Parsons Aye	Zureich Absent	Rice Aye	Yendrek Absent
Anderton Absent	Forgette Aye		

The motion to approve the bond for Casey was passed.

RECOGNITION OF GIFTS

\$3.00 – Donation Box

\$30.00 – David and Karen Drake in memoriam of Josette Brown

\$25.00 – Dr. Chrisanna Wilks- General Donation

Total Donations- \$58.00

*all donations in memory of Josette Brown will be utilized to purchase books for needy children to be distributed through local (charitable) organizations.

Nieca mentions that we have not started buying the books yet from the memoriam donations. Perry suggests looking into Union County Children’s Services as a possible recipient of some of the books.

Motion 75-23

Bill Forgette made a motion to accept with appreciation the gifts presented. This was seconded by Perry Parsons.

Parsons Aye	Zureich Absent	Rice Aye	Yendrek Absent
Anderton Absent	Forgette Aye		

The motion to accept the gifts was passed.

UPCOMING EVENTS

December 24	Christmas Eve- Library Closed
December 25	Christmas- Library Closed
January 1	New Year’s Day- Library Closed

EXECUTIVE SESSION

Motion 76-23

Josh Rice made a motion to go into Executive Session for the purpose of discussing an employee’s job performances for compensation reasons. This was seconded by Perry Parsons. A roll call vote was taken as follows:

Parsons Aye	Zureich Absent	Rice Aye	Yendrek Absent
Anderton Absent	Forgette Aye	Seeberg Aye	

The motion to enter Executive Session was passed.

At 5:58 p.m. the Board entered Executive Session.

The Board exited Executive Session at 6:42 p.m.

Motion 77-23

Bill Forgette made a motion to approve the Cost of Living Adjustments (COLA) for the Fiscal Officer of a 5% increase effective January 1, 2024 and the COLA for the Director of 3% effective January 1, 2024, with the potential for an additional 2% increase backdated to January 1, 2024

if/when the reviewed goals are met by April 1, 2024 and reviewed by the Executive Committee; the 2% will be enacted by a motion of the Board. This was seconded by Perry Parsons.

Parsons	Aye	Zureich	Absent	Rice	Aye	Yendrek	Absent
Anderton	Absent	Forgette	Aye				

The motion to approve the COLA increases was passed.

ADJOURNMENT

The meeting was adjourned by President Seeberg at 6:45 p.m.
The next board meeting will be on Wednesday, January 17, 2024 at 5:00 pm at Main Library.

Chad Seeberg, President

Elizabeth Yendrek, Secretary

Minutes taken by:
Erica Heberling