



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

**January 22, 2020**

The Marysville Public Library Board of Trustees met on January 22, 2020, at the Main Library.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, David G. Speicher, Anita Tiller and Laura Zureich.

Absent:

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney, Cindy Crawford and Meghan Patijarevich.

Guests: Dave Irish and Liliana Patijarevich.

**CALL TO ORDER**

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

**MEET THE STAFF** Meghan Patijarevich

Meghan began working at MPL in September 2017, she currently does Storytime for toddlers as well as reader’s advisory and desk time on the Youth Services side of the building. Her first job was a Page in her college library. She studied Dance Education in college. Lilliana, who is 8 was born premature and spent 80 days in the NICU, so it began to feel like home for a while. Meghan reports she loves seeing the families and the kiddos. Meghan was born in Grand Rapids, Michigan and grew up in Berea, Ohio. She believes that Lilliana’s participation in Storytime made it possible for her to begin to read at 3 years of age.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the December 18, 2019 meeting.

**Motion 01-20**

Chad Seeberg moved approval of the minutes for December 18, 2019 as amended, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Abstain
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as amended.

**APPROVAL OF AGENDA**

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

**Motion 02-20**

Anita Tiller moved to approve the agenda as amended, seconded by Perry Parsons.

Parsons	Aye	Speicher	Aye	Zureich	Abstain
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as amended.

**FRIENDS OF THE LIBRARY UPDATE**

Dave Irish reported that the endowment is up 34.9% for the year at \$351,888. The Friend’s will present a check to MPL in the amount of \$15,834. The Author Series had about 30 attendees this month. The \$8,000 budget for the author series has been met, but they are still receiving some donations. Mr. Irish reported that Mike Grimm has stepped down from the Friend’s Board due to health reasons and they are hoping to swear in Herb Richardson at the February meeting. Dave said that the Friend’s Board is working on roles and committees, even putting together job descriptions. One group will help with the marquee in the lobby. Tri-county jail is taking some of the paperback books. Dave is speaking with Rotary on Friday Morning.

**OATH OF OFFICE**

Director Nowels administered the Oath of Office to Laura Zureich, who is beginning a new term, which will run out December 31, 2026.

Director Nowels administered the Oath of Office to Mike Schmenk, Fiscal Officer.

**ELECTION OF OFFICERS**

President – Rebecca Wever  
 Vice-President – Chad Seeberg  
 Secretary – Anita Tiller

**Motion 03-20**

Elizabeth Yendrek moved approval of slate of candidates as officers for 2020 as presented, seconded by Perry Parsons.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Slate of officers was approved as presented.

**REGULAR MEETING DATE and SCHEDULE-** Currently, the Board of Trustees meets on the Wednesday following the third Monday at 5:00 p.m., with exceptions made as needed. If required, committee meetings will take place on the Monday before the Board meeting.

January 22	July 22 No Meeting
February 19	August 19 (Raymond)
March 18	September 23
April 22	October 21
May 20	November 18
June 17	December 16 (should be 23 <sup>rd</sup> , but thought we’d want to move up)

Ms. Wever asked for a motion to approve the meeting dates and times as amended above.

**Motion 04-20**

Laura Zureich moved approval of the 2020 meeting dates as amended, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion was approved as amended.

### **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 2020 will be increased by a little more than 3% of his 2019 salary, resulting in an increase to \$33,300. This is effective January 1, 2020.

Ms. Wever asked for a motion of the above resolution.

#### **Motion 05-20**

Perry Parsons moved approval of the resolution for the Fiscal Officer's salary increase of just over 3% of his 2019 salary, to \$33,300, seconded by Anita Tiller.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Resolution was approved as presented.

### **Fiscal Officer Bond**

The Fiscal Officer is requesting approval of a bond for his position in the amount of \$100,000.

After discussion, Ms. Wever asked for a motion to approve \$100,000 bond for the Fiscal Officer.

#### **Motion 06-20**

Elizabeth Yendrek moved to approve \$100,000 bond for the Fiscal Officer, seconded by Perry Parsons.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion was approved as presented.

### **FINANCIAL REPORT –Michael Schmenk**

Michael Schmenk, Fiscal Officer, presented the December 2019 financial reports. The Board discussed the reports. During this time Mr. Schmenk reported that the MPL checking account had been closed due to an attempted fraud. The Marysville PD has been called and a report has been taken.

President Wever asked for a motion to approve the December 2019 Financial Report as presented.

#### **Motion 07-20**

Anita Tiller moved approval of the December 2019 Financial report as presented, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The December 2019 Financial Reports were 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. Ms. Nowels reported that it has been busy at the Library after the holidays. She has enrolled Laura Zureich in the New Trustee's Workshop. Director Nowels wanted to point out a few upcoming events:

1/29/2020	How to pay for College
2/29/2020	Hospital Author Series
4/2/2020	OLC Trustee Dinner
4/21/2020	Library Legislative Day

Tech Union will be out next week to work with Ron on the installation of new security cameras.

### **COMMITTEE REPORTS**

**Executive** – Chad Seeberg (Chair), Anita Tiller, David Speicher – Did not meet.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Chad Seeberg– Did not meet.

**Operations** – David G. Speicher (Chair), Perry Parsons, Laura Zureich – Did not meet.

### **COMMITTEE APPOINTMENTS**

**Executive** – Chad Seeberg (Chair), Anita Tiller, Dave Speicher.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich.

**Operations** – Dave Speicher (Chair), Perry Parsons, Chad Seeberg.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Richard Turner Bequest. – Mr. Turner died in July 2017 and left just under \$100,000 to the Library. The Board discussed that they would like his donation to be used on something impactful, long lasting and sustainable. Some suggestions were: a non-traditional lending collection (similar to Way Beyond Books, Perrysburg Ohio), outdoor musical instruments, bookmobile, building a quiet space, lockers or a kiosk, patio area on Plum Street, flip-top nesting tables on wheels and maker carts to be used in the space by the AV desk and stored in the storage room. The Director and Assistant Director will look into pricing on some of these items and report back to the Board of Trustees next month.

### **Acknowledgment of Gifts-**

Sandy McBride- donation for materials (books)- \$500.00  
Donations in donation box- \$5.00

**Total Donations: \$505.00**

**Public Comments** None

**Upcoming Events**

January 28	Trivia night at Boston's
January 29	How to Pay for College
February 5	Book Buzz
February 11	Friends of the Library Author Series- Jess Montgomery
February 21	Red Cross Blood Drive
March 3	Friends of the Library Author Series- Marty Gitlin
March 7	OLC Trustee workshop
April 2 Columbus)	OLC Trustee dinner (Aladdin Shrine Center- South
April 21 Square)	OLC Library Legislative Day (Sheraton Columbus Capitol

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 6:24 pm.

Next board meeting date: Wednesday, February 19, 2020 at 5:00 pm at Main.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



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

**February 19, 2020**

The Marysville Public Library Board of Trustees met on February 19, 2020, at the Main Library.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, David G. Speicher, Anita Tiller and Laura Zureich.

Absent:

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney and Cindy Crawford.

Guests: None

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the January 22, 2020 meeting.

**Motion 08-20**

Chad Seeberg moved approval of the minutes for January 22, 2020 as presented, seconded by David Speicher.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented.

**Motion 09-20**

Laura Zureich moved to approve the agenda as presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as presented.

**FRIENDS OF THE LIBRARY UPDATE**

No update.

**FINANCIAL REPORT –Michael Schmenk**

Michael Schmenk, Fiscal Officer, presented the January 2020 financial reports. The Board discussed the reports.

President Wever asked for a motion to approve the January 2020 Financial Report as presented.

**Motion 10-20**

Anita Tiller moved approval of the January 2020 Financial report as presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The January 2020 Financial Reports were approved as presented.

**DIRECTOR’S REPORT – Nieca Nowels**

Director Nowels spoke about the Giving to the Library brochure that the Community Engagement Manager is updating and asked for any thoughts by the board. Ms. Nowels also handed out the Community Manager’s Marketing Plan.

Ms. Nowels reported that the Library is gearing up for the 2020 Census. The Library’s Facebook page will promote the Library as a place to complete your on-line Census form. There will be bookmarks and Table Tents as well. The Library is also hosting a Census Q&A session.

**COMMITTEE REPORTS**

**Executive –** Chad Seeberg (Chair), Anita Tiller, David Speicher – Did not meet.

**Planning and External Relations –** Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich– Did not meet.

**Operations –** David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Did not meet.

**OLD BUSINESS**

Director Nowels shared some pricing with the Board regarding a book mobile that would be small enough that it did not require a CDL driver. Ms. Nowels will obtain pricing for Lockers for afterhours holds at the PLA meeting next week. These lockers are generally sold in units of 10 or 12. Outdoor musical instruments were discussed as well as a Community Reads Project and a non-traditional collection; a Library of Things. Some ideas for the Library of Things were oculus goggles, blood pressure cuff, and air quality meters. Assistant Director McCartney reported that her investigation of other libraries non-traditional collections were well used, and other libraries did not report many missing or broken items. It was decided that the Planning and External Relations committee should meet in March to further discuss how to use the two donations and make a recommendation at the next Board meeting.

**NEW BUSINESS**

Mr. Schmenk shared with the Board the need to have the auditor release advance distribution of tax dollars. Discussion followed.

President Wever asked for a motion to approve the Resolution for authorization to have the County Auditor release advance distribution of tax dollars.

**Motion 11-20**

Perry Parsons moved approval of the Resolution for authorization to have the County Auditor release advance distribution of tax dollars, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion for Resolution for Advance Distribution of Tax Dollars passed as presented.

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 2020.

Director Nowels shared information about The Giving Tree in the lobby. It was discussed that perhaps a plaque to commemorate large gifts should be added to the tree as well as a plaque indicating that the original tree included gifts from 2004 through 2015.

Director Nowels presented the Board with an update to PS 3 Circulation of Library Materials from the Library's policy manual. The sections pertaining to fines needs to be revised because MPL is now Fine Free.

After discussion, President Wever asked for a motion to approve PS 3 as presented.

**Motion 12-20**

Laura Zureich moved approval of the changes to PS 3, seconded by Anita Tiller.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion to approve the changes to PS 3 passed as presented.

**Acknowledgment of Gifts-**

Lifelong Learners c/o Avanelle Oberlin- Donation for iPhone classes in the Fall- \$300.00  
Union County Foundation Mosaic Fund, in honor of Priscilla Richardson-\$100,000.00  
**Total Donations: \$100,300.00**

**Public Comments** None

**Upcoming Events**

February 21	Red Cross Blood Drive
February 25	Trivia at Boston's
February 26-29	PLA Conference
March 3	Friends of the Library Author Series- Marty Gitlin
March 7	OLC Trustee workshop

March 28  
April 2  
Columbus)  
April 21  
Square)

Egg Hunt/Story of Autism event  
OLC Trustee dinner (Aladdin Shrine Center- South  
OLC Library Legislative Day (Sheraton Columbus Capitol

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 6:31 pm.

Next board meeting date: Wednesday, March 18, 2020 at 5:00 pm at Main.

\_\_\_\_\_  
Rebecca Wever, President

\_\_\_\_\_  
Anita Tiller, Secretary



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

**March 16, 2020**

The Marysville Public Library Board of Trustees met on March 16, 2020, at the Main Library.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, David G. Speicher, Anita Tiller and Laura Zureich.

Absent:

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney and Cindy Crawford.

Guests: None

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the February 19, 2020 meeting.

**Motion 13-20**

Chad Seeberg moved approval of the minutes for February 19, 2020 as presented, seconded by David Speicher.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as amended (no Friend's, no Meet the Staff.)

**Motion 14-20**

Laura Zureich moved to approve the agenda as amended, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as amended.

**FRIENDS OF THE LIBRARY UPDATE**

No update.

**FINANCIAL REPORT –Michael Schmenk**

Michael Schmenk, Fiscal Officer, presented the February 2020 financial reports. The Board discussed the reports.

President Wever asked for a motion to approve the February 2020 Financial Report as presented.

**Motion 10-20**

Anita Tiller moved approval of the February 2020 Financial report as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The February 2020 Financial Reports were approved as presented.

**DIRECTOR’S REPORT – Nieca Nowels**

MPL Pandemic Plan was presented to the Board for any future use.

A Job Description was discussed by the Board.

Discussion of the MPL closing to comply with the Governor’s “Self-Quarantine”. All staff will be paid. The management team will be expected to work from home.

**COMMITTEE REPORTS**

**Executive –** Chad Seeberg (Chair), Anita Tiller, David Speicher – Did not meet.

**Planning and External Relations –** Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich– Did not meet.

**Operations –** David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Did not meet.

**OLD BUSINESS**

Updates for how to spend the Richard Turner bequest as well as an additional donation that come in during January. This was tabled until next meeting.

**NEW BUSINESS**

Mr. Schmenk shared with the Board the need to approve the Budget Appropriations for 2020.

President Wever asked for a motion to approve the 2020 Budget Appropriations.

**Motion 16-20**

Laura Zureich moved approval of the 2020 Budget Appropriations, seconded by Perry Parsons.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion to approve the 2020 Budget Appropriations as presented.

New job description for the Local History and Digitization Specialist was discussed.

President Wever asked for a motion to approve the Local History and Digitization Specialist job description.

**Motion 17-20**

Anita Tiller moved to approve the Local History and Digitization Specialist job description, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion was approved as presented.

The Pandemic Plan was discussed.

President Wever asked for a motion to approve the Pandemic Plan as amended.

**Motion 18-20**

Elizabeth Yendrek moved to approve the Pandemic Plan as amended, seconded by Perry Parsons

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion was approved as amended.

Dave and Mary Irish sent a thank you note for the flowers/planter that was sent by the board and staff of the Marysville Public Library.

Summer Reading T-shirts. Director Nowels asked if any board members wanted a Summer Reading T-shirt, orders were taken.

**Acknowledgment of Gifts-**

Friends of the Library-Donation from Endowment Fund- \$15,834.37  
Marysville Fortnightly Club-In Memoriam: Carol Deringer- \$28.00  
Gary and Nancy Bowman-In Memoriam: Ruth Anne Morse-\$100.00  
Sheri Lee Laurent- Donation for Materials-\$100.00  
Donations in Donation Box- \$5.00  
**Total Donations: \$16,067.37**

**Public Comments** None

**Upcoming Events**

All events through April 5<sup>th</sup> have been canceled at this time.

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 6:00 pm.

Next board meeting date: Wednesday, April 22, 2020 at 5:00 pm at Main.

\_\_\_\_\_  
Rebecca Wever, President

\_\_\_\_\_  
Anita Tiller, Secretary



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

**April 10, 2020**

The Marysville Public Library Board of Trustees met at on April 10, 2020, on Zoom for a special meeting to discuss Operations during the COVID – 19 Crisis.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, David G. Speicher, and Laura Zureich.

Absent: Anita Tiller

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney and Cindy Crawford.

Guests: None

**CALL TO ORDER**

President Wever called the meeting to order at 4:03 p.m. at Main.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the March 16, 2020 meeting.

**Motion 19-20**

David Speicher moved approval of the minutes for March 16, 2020 as presented, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	N/A	Seeberg	Aye	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as amended (no Friend’s, no Meet the Staff.)

**Motion 20-20**

Elizabeth Yendrek moved to approve the agenda as amended, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	N/A	Seeberg	Aye	Yendrek	Aye

Agenda approved as amended.

## OLD BUSINESS

None at this time.

## NEW BUSINESS

Discussion of business operations of Marysville Public Library during the COVID-19/Coronavirus pandemic closure. President Wever asked what programming MPL is providing during the closure. Director Nowels discussed some of the programming that is rolling out Monday, April 13, 2020, Storytime, Reader's Advisory, opening chat-based reference for patrons. Kate is working with Ali to have a downloadable PDF for summer reading.

President Wever asked for a motion to go into Executive Session to discuss employment issues during the pandemic.

### Motion 21-20

David Speicher moved to move into Executive Session to discuss employment issues during the pandemic, seconded by Elizabeth Yendrek. Roll call was taken.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	N/A	Seeberg	Aye	Yendrek	Aye

Motion to move into Executive Session was approved as presented. Board moved to Executive Session at 4:20pm.

President Wever asked for a motion to come out of Executive Session.

### Motion 22-20

Perry Parsons moved to come out of Executive Session, seconded by David Speicher. Roll call was taken.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	N/A	Seeberg	Aye	Yendrek	Aye

Motion was approved as presented. Board came out of Executive Session at 5:17.

President Wever asked for a motion to continue the closure to comply with the OHIO Governor's Order through May 1st, by remaining closed, and continuing to pay staff through the end of April while a staffing and servicing plan is put in place.

### Motion 23-20

Chad Seeberg moved to continue the closure to comply with the OHIO Governor's Order through May 1st, by remaining closed, and continuing to pay staff through the end of April while a staffing and servicing plan is put in place, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	N/A	Seeberg	Aye	Yendrek	Aye

Motion was approved as presented.

The Board will meet both April 22<sup>nd</sup> and 29<sup>th</sup> and make decisions about further closure.

The Board asked that Director Nowels obtain a Zoom account for MPL.

Director Nowels informed the Board that she was looking into the purchase of plexiglass shields to be installed at the public service desks.

CLC is having COVID-19 meetings regularly. One of the things that they are discussing is how to clean material that has been returned.

**Public Comments** None

**Upcoming Events**

All events through May 3rd have been canceled at this time. The library hopes to reopen to the public on May 4<sup>th</sup>.

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 5:26 pm.

Next board meeting date: Wednesday, April 22, 2020 at 5:00 pm via Zoom.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



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

**April 22, 2020**

The Marysville Public Library Board of Trustees met on April 22, 2020 via ZOOM. The public was able to view live on our YouTube channel.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, David G. Speicher, Anita Tiller and Laura Zureich.

Absent:

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney and Cindy Crawford.

Guests: None

**CALL TO ORDER**

President Wever called the meeting to order at 5:01 p.m. at Main via ZOOM.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the April 10, 2020 meeting.

**Motion 24-20**

Laura Zureich David Speicher moved approval of the minutes for April 10, 2020 as presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

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

**Motion 25-20**

Anita Tiller moved to approve the agenda as amended, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as amended.

**FRIENDS OF THE LIBRARY**

Dave Irish, while not present, indicated that the Friends were not currently meeting, nothing to report

**FINANCIAL REPORT**–Michael Schmenk

Michael Schmenk, Fiscal Officer, presented the March 2020 financial reports. The Board discussed the reports.

President Wever asked for a motion to approve the March 2020 Financial Report as presented.

**Motion 26-20**

David Speicher moved approval of the March 2020 Financial report as presented, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The March 2020 Financial Reports were approved as presented.

**DIRECTOR’S REPORT – Nieca Nowels**

Director Nowels discussed a list of items that staff are working on while we have the Stay at Home order. There are many things staff can do outside of the building. Adult and Youth are presenting programs from home. Ms. Nowels reported that she hopes that MPL can begin curb-side service as soon as May 11<sup>th</sup> or May 18<sup>th</sup>. Kate McCartney and Renée Martin have been collaborating to create a stages of opening document, keeping in mind that this is a very fluid situation and we do not want to open too soon. Before MPL can open, cleaning supplies need to be acquired. Several staff are making masks for staff. Ms. Nowels is investigating large bins to accept material while maintaining no touch quarantine. Director Nowels reported that Ron McGlone is working on patching and painting stairwells and meeting rooms. The new cameras have been installed; the old cameras are in the process of being dismantled. Ms. Nowels reported that MPL will not be performing notary duties at this time. Also, due to staffing issues, MPL will not be able to open the Raymond branch until Main is up and running and fully functioning. Kate McCartney further discussed the Stages document.

**OLD BUSINESS**

Discussion of the Richard Turner bequest and the January donation from Herb Richardson has been tabled until after MPL reopens.

**NEW BUSINESS**

Discussion of business operations and staffing of Marysville Public Library during the COVID-19/Coronavirus pandemic closure.

President Wever asked for a motion to go into Executive Session to discuss employment issues.

**Motion 27-20**

Elizabeth Yendrek moved to move into Executive Session to discuss employment issues, seconded by Perry Parsons. Roll Call was taken.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion to move into Executive Session was approved as presented. Board retreated to Executive Session at 5:30pm.

President Wever asked for a motion to come out of Executive Session.

**Motion 28-20**

Chad Seeberg moved to come out of Executive Session, seconded by Laura Zureich. Roll call was taken.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion was approved as presented. Board came out of Executive Session at 6:10 p.m.

**RECOGNITION OF GIFTS**

No donations recorded in March

**Public Comments**

Happy National Library week. Thank you for digital and overdrive.

**Upcoming Events**

All events have been canceled at this time, please visit FaceBook for on-line programming.

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 6:13 p.m.

Next board meeting date: Wednesday, April 29, 2020 at 5:00 p.m. via ZOOM. The public will be able to view live on our YouTube channel.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



**MINUTES OF  
MARYSVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Operations and Finance Committee  
April 29, 2020 at 2pm  
Via Zoom**

---

The Marysville Public Library Board of Trustees Operations and Finance Committee met on Monday, April 29, 2020 via Zoom and shown on YouTube.

**Attending:** David G. Speicher (Chair), Perry Parsons and Chad Seeberg.

**Staff:** Nieca Nowels, Michael Schmenk, and Cindy Crawford

**Guests:** None

**Public:** None

**CALL TO ORDER**

Meeting called to order at 2:03 pm by Mr. Speicher.

**APPROVAL OF MINUTES**

Mr. Speicher asked for approval of the December 16, 2019 minutes as presented.

**Motion 29-20**

Chad Seeberg moved approval of the minutes as presented, seconded by Perry Parsons.

Mr. Speicher asked for approval of the agenda as presented.

**Motion 30-20**

Chad Seeberg moved approval of the agenda as presented, seconded by Perry Parsons.

**OLD BUSINESS - None**

**NEW BUSINESS**

Employment Issue.

Mr. Speicher asked for a motion to go into Executive Session to discuss employment issue.

**Motion 31-20**

Chad Seeberg moved to move into Executive Session to discuss employment issues, seconded by Perry Parsons. Roll Call was taken.

Motion to move into Executive Session was approved as presented. Operations and Finance retreated to Executive Session at 2:05 pm.

Mr. Speicher asked for a motion to come out of Executive Session.

**Motion 32-20**

Perry Parsons moved to come out of Executive Session, seconded by Chad Seeberg... Roll call was taken.

Motion to move out of Executive Session was approved as presented. Operations and Finance came out of Executive Session at 3:20 pm.

Perry Parsons recommended that the Board vote to accept Plan 5 which will furlough all staff with the exception of Managers and the IT specialist. This plan may be amended in the May Board meeting.

**PUBLIC COMMENTS** - None.

**ADJOURNMENT:**

Mr. Speicher adjourned the meeting at 3:22 pm.

---

David Speicher (Committee Chair)



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

**April 29, 2020**

The Marysville Public Library Board of Trustees met on April 29, 2020, at the Main Library for a special meeting via ZOOM. The public was able to view live and comment on our YouTube channel.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, David G. Speicher, Anita Tiller and Laura Zureich.

Absent:

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney and Cindy Crawford.

Guests: 6 views via YouTube streaming.

**CALL TO ORDER**

President Wever called the meeting to order at 5:04 p.m. via ZOOM.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the April 22, 2020 meeting.

**Motion 33-20**

Chad Seeberg moved approval of the minutes for April 22, 2020 as presented, seconded by Anita Tiller.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented.

**Motion 34-20**

Laura Zureich moved to approve the agenda as presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as presented.

**FRIENDS OF THE LIBRARY**

Dave Irish, while not present, indicated that the Friends were not currently meeting, nothing to report.

**OLD BUSINESS**

Updates on research regarding on how to spend the Richard Turner bequest, as well as an additional donation that came in during January. This has been tabled until after MPL reopens.

**NEW BUSINESS**

Discussion of business operations and staffing of Marysville Public Library during the COVID-19/Coronavirus pandemic closure.

President Wever asked for a motion to go into Executive Session to discuss employment issues.

**Motion 35-20**

Anita Tiller moved to move into Executive Session to discuss employment issues, seconded by David Speicher. Roll Call was taken.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion to move into Executive Session was approved as presented. Board retreated to Executive Session at 5:07 p.m.

President Wever asked for a motion to come out of Executive Session.

**Motion 36-20**

Perry Parsons moved to come out of Executive Session, seconded by Laura Zureich. Roll call was taken.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion was approved as presented. Board came out of Executive Session at 5:58 p.m.

Ms. Wever asked for a motion to accept Plan 4 which will furlough all staff with the exception of Managers and IT Specialist through May 15, 2020.

**Motion 37-20**

Perry Parsons moved to accept Plan 4 which will furlough all staff with the exception of Managers and IT Specialist through May 15, 2020, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion passed as presented.

**Public Comments**

None

**Upcoming Events**

All events have been canceled at this time, please visit FaceBook for on-line programming.

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 6:01 p.m.

There will be a special board meeting May 13, 2020 at 5:00 p.m.

Next regular board meeting date: Wednesday, May 20, 2020 at 5:00 p.m.

\_\_\_\_\_  
Rebecca Wever, President

\_\_\_\_\_  
Anita Tiller, Secretary



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

**May 13, 2020**

The Marysville Public Library Board of Trustees met on May 13, 2020, at the Main Library for a special meeting in meeting room A. The public was able to view live on our YouTube channel.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, David G. Speicher, Anita Tiller and Laura Zureich.

Absent:

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney and Cindy Crawford.

Guests: 16 viewers via YouTube recording.

**CALL TO ORDER**

President Wever called the meeting to order at 5:03 p.m. The public was able to view live on our YouTube channel.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the April 29, 2020 meeting.

**Motion 38-20**

Chad Seeberg moved approval of the minutes for April 29, 2020 as presented, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented.

**Motion 39-20**

Anita Tiller moved to approve the agenda as presented, seconded by David Speicher.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as presented.

**OLD BUSINESS**

None at this time.

**NEW BUSINESS**

President Wever asked for a motion to move into Executive Session to discuss employment issues of Marysville Public Library during the COVID-19/Coronavirus pandemic closure.

**Motion 40-20**

Chad Seeberg moved to move into Executive Session to discuss employment issues of Marysville Public Library during the COVID-19/Coronavirus pandemic closure, seconded by Laura Zureich. Roll Call was taken.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion to move into Executive Session was approved as presented. Board retreated to Executive Session at 5:07 p.m.

President Wever asked for a motion to come out of Executive Session.

**Motion 41-20**

Elizabeth Yendrek moved to come out of Executive Session, seconded by Laura Zureich. Roll call was taken.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion was approved as presented. Board came out of Executive Session at 5:42 p.m.

Ms. Wever asked for a motion to bring furloughed staff back with the exception of the Pages as of May 26, 2020 and begin curbside service May 27, 2020.

**Motion 42-20**

Chad Seeberg moved to bring furloughed staff back with the exception of the Pages as of May 26, 2020 and begin curbside service May 27, 2020, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Motion approved as presented.

**Public Comments**

Director Nowels gave a brief update about Summer Lunches. Lunches for anyone 18 and under will begin June 1, 2020 and run through August 7, 2020. Lunch will be served from Noon to 12:45 p.m. Lunch will be drive through or walk-up only, people can not stay to eat their lunch.

Director Nowels reported that due dates for material have been changed to June 1, 2020. There is no set date for Cargo to resume and we are working with UPS to resume service June 1<sup>st</sup>.

**Upcoming Events**

All events have been canceled at this time, please visit FaceBook for on-line programming.

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 5:57 p.m.

Next regular board meeting date: Wednesday, May 20, 2020 at 5:00 p.m.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



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

**May 20, 2020**

---

The Marysville Public Library Board of Trustees met on May 20, 2020, at the Main Library. The public was able to view live and submit questions via chat on our YouTube channel.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, Anita Tiller and Laura Zureich.

Absent: David G. Speicher

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney and Cindy Crawford.

Guests: 16 views via YouTube recording.

**CALL TO ORDER**

President Wever called the meeting to order at 5:08 p.m. The public was able to view live on our YouTube channel.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the May 13, 2020 meeting.

**Motion 43-20**

Laura Zureich moved approval of the minutes for May 13, 2020 as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Absent	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as amended. (added a motion to approve bringing Pages back on May 26, 2020)

**Motion 44-20**

Anita Tiller moved to approve the agenda as amended, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Absent	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as amended.

**FRIENDS OF THE LIBRARY**

Dave Irish, while not present, indicated that the Friends were not currently meeting, nothing to report.

**FINANCIAL REPORT**–Michael Schmenk

Michael Schmenk, Fiscal Officer, presented the April 2020 financial reports. The Board discussed the reports.

President Wever asked for a motion to approve the April 2020 Financial Report as presented.

**Motion 45-20**

Elizabeth Yendrek moved approval of the April 2020 Financial report as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Absent	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The April 2020 Financial Reports were approved as presented.

**DIRECTOR’S REPORT – Nieca Nowels**

Director Nowels reported that returns began last week and yesterday was the first day of check ins. Ms. Nowels also reported that the trees were going fast. The trees were potted by Henk Berbee, Ron McGlone and the director. Director Nowels also reported that curbside pickup should begin next Wednesday. Staff will be pulling holds, placing them in plastic bags with the patron’s name; the staff member will then call the Patron and inform them that their holds may be picked up Tuesday through Saturday 12 to 4 p.m. and please call before you come so staff can put out items. Items will be checked out before the Patron arrives.

Ms. Nowels reported that Ron McGlone, the Facilities Manager is working on finishing painting the meeting rooms and stairwells. She also reported that the American Red Cross will be in the building taking donations in June. Director Nowels reported that the Little Free Library that is to be installed near the City pool is complete. The Library will not be participating in Storytime at the City pool this year.

The Board asked about the State Report, Director Nowels will have that for the June 17<sup>th</sup> meeting. They also asked that the Strategic Plan update be included in the Director’s Report.

**OLD BUSINESS**

Updates on research regarding on how to spend the Richard Turner bequest, as well as an additional donation that came in during January. This has been tabled until after MPL reopens.

**NEW BUSINESS**

Discussion of bringing back the Pages as of May 26, 2020.

President Wever asked for a motion to bring back the Pages as of May 26, 2020.

**Motion 46-20**

Perry Parsons moved to bring back the Pages as of May 26, 2020, seconded by Laura Zureich.

Parsons	Aye	Speicher	Absent	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

**Public Comments**

None

**Upcoming Events**

June 1 Summer Lunches begin – Trinity has volunteers for Wednesdays. Mr. Seeberg confirmed that the Marysville PD will be present to support the drive thru lanes.

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 5:52 p.m.

There will be a Planning & External Relations committee meeting June 15, 2020 at 4:30 p.m. at Main.

Next regular board meeting date: Wednesday, June 17, 2020 at 5:00 p.m. at Main Library and via YouTube.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



**MINUTES OF  
MARYSVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Planning and External Relations Committee  
June 15, 2020 @ 4:45p.m.  
Meeting room A**

---

The Marysville Public Library Board of Trustees Planning and External Relations Committee met on Monday, June 15, 2020. Due to technical difficulties with the Smart Board, YouTube was not able to be used to record or show this meeting to the public.

**Attending:** Anita Tiller (Chair), Laura Zueirch and Elizabeth Yendrek

**Staff:** Nieca Nowels and Cindy Crawford

**Guests:** None

**Public:** None

**CALL TO ORDER**

Meeting called to order at 4:55 pm by Committee Chair, Ms. Tiller.

**APPROVAL OF AGENDA**

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

**Motion 47-20**

Elizabeth Yendrek moved approval of the agenda as presented, seconded by Laura Zureich.

**APPROVAL OF MINUTES**

Ms. Tiller asked if there were any corrections of the minutes from the June 17, 2019 minutes. Ms. Yendrek asked that her name be spelled correctly.

**Motion 48-20**

Laura Zureich moved approval of the agenda as amended, seconded by Elizabeth Yendrek.

**OLD BUSINESS**

All old business has been pushed until MPL is back to running as normal.

**NEW BUSINESS**

Raymond Opening – Director Nowels shared that she is not ready to open the Raymond Branch until Main is up and running as normal. She shared several reasons for not opening Raymond at this time, they included not having the staffing and lack of cleaning materials at this time. It is important to the Director that both Staff and Patrons remain safe as we continue to evaluate the re-opening process.

The next Strategic Plan – There was discussion of whether to use a consultant or the State Library. The committee decided that they would like to avail the services of the State Library. Director Nowels agreed to contact the State Library to get on their calendar.

**PUBLIC COMMENTS:**

**ADJOURNMENT:**

Ms. Tiller adjourned the meeting at 5:50 pm.

---

Anita Tiller Committee Chair



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

**June 17, 2020**

The Marysville Public Library Board of Trustees met on June 17, 2020, at the Main Library. The public was able to view live on our YouTube channel.

Attending: Chad Seeberg, Perry Parsons, Rebecca Wever, Elizabeth Yendrek, Anita Tiller, David G. Speicher and Laura Zureich.

Absent:

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney (via YouTube) and Cindy Crawford.

Guests: 5 views via YouTube recording.

**CALL TO ORDER**

President Wever called the meeting to order at 5:02 p.m. The public was able to view live on our YouTube channel.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the May 20, 2020 meeting.

**Motion 49-20**

Laura Zureich moved approval of the minutes for May 20, 2020 as presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented.

**Motion 50-20**

Chad Seeberg moved to approve the agenda as presented, seconded by Perry Parsons.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as presented.

**FRIENDS OF THE LIBRARY**

Dave Irish, while not present, indicated that the Friends were not currently meeting, nothing to report.

**FINANCIAL REPORT**–Michael Schmenk

Michael Schmenk, Fiscal Officer, presented the May 2020 financial reports. The Board discussed the reports.

President Wever asked for a motion to approve the May 2020 Financial Report as presented.

**Motion 51-20**

Anita Tiller moved approval of the May 2020 Financial report as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The May 2020 Financial Reports were approved as presented.

**DIRECTOR’S REPORT – Nieca Nowels**

Director Nowels gave an overview of how returns, curbside pickup and lobby service have been going. This “slow opening” is going well. The Library will be extending its hours the week of June 22, 2020 open to the Public from 11-5 p.m., with staff working from 9:45 to 6:15 p.m. Most patrons have been very pleasant and are very happy to have access to the lobby and Library resources.

Director Nowels also spoke about the Strategic Plan. While this has not been our top priority over the last few months, we have made progress. MPL has added Hotspots and is looking at more non-traditional items. MPL has been actively involved in the Union County Bicentennial, partnerships have been going well and the Summer Lunch Program, while it is in a new form, is doing well also. MPL has done a great job with the Raymond branch regarding the Strategic Plan objectives. MPL would like to do more with seniors as mentioned in the Strategic Plan.

Director Nowels also discussed the Annual Report and provided a preview of the report. The Board asked that Friend’s contact information be added to the document.

Ms. Nowels also shared that the OLC Convention has been canceled due to the COVID-19 Pandemic.

**COMMITTEE REPORTS**

**Executive** – Chad Seeberg (Chair), Anita Tiller, David Speicher – Did not meet.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich

Ms. Tiller reported that the committee discussed the next Strategic Plan and would like to recommend that the Library use the State Library instead of a consultant. The Board would like to investigate a community questionnaire as well.

**Operations** – David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Did not meet.

**OLD BUSINESS**

Updates on research regarding on how to spend the Richard Turner bequest, as well as an additional donation that came in during January. This has been tabled until after MPL is fully open.

### **NEW BUSINESS**

The Board talked about the July meeting that had been taken off the calendar. The Board agreed that Director Nowels should send them information for July by email, but at this point there will be no July meeting.

The Board discussed moving the August meeting to Main.

President Wever asked for a motion to change the Board Meeting Calendar to meet at Main in August.

### **Motion 52-20**

Perry Parsons moved to change the Board Meeting Calendar to meet at Main in August, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

### **Recognition of Gifts**

\$300- from Union County Genealogy Society--Donation for Hayes Obituary Index

\$250- from patron Marilyn McBeth

**Total \$550**

### **Public Comments**

Mr. Seeberg mentioned that the water line between East 6<sup>th</sup> street between Walnut and Plum was being worked on. He has been in contact with the supervisor for the project and has asked that they not impede the traffic on 6<sup>th</sup> street during the Summer Lunch Program.

Ms. Wever asked when the drop boxes will be open for Patrons. Ms. Nowels talked about the need to continue to quarantine material and not wanting staff to handle the materials until they had been quarantined. Ms. Nowels also mentioned that representatives from the Health Department had been in the building to review MPL's opening plans and they liked the plan.

### **Upcoming Events**

Summer Lunch Program

### **ADJOURNMENT:**

The meeting was adjourned by President Wever at 5:43 p.m.

Next regular board meeting date: Wednesday, August 19, 2020 at 5:00 p.m. at Main Library and via YouTube.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



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

**July 16, 2020**

The Marysville Public Library Board of Trustees met on July 16, 2020, at the Main Library in a Special meeting. The public was able to view live on our YouTube channel.

Attending: Perry Parsons, Rebecca Wever, Elizabeth Yendrek, Anita Tiller, and Laura Zureich.  
Absent: David G. Speicher and Chad Seeberg  
Staff: Michael Schmenk, Nieca Nowels, Kate McCartney (via YouTube) and Cindy Crawford.  
Guests: 5 views via YouTube recording.

**CALL TO ORDER**

President Wever called the meeting to order at 5:01 p.m. The public was able to view live on our YouTube channel.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the June 17, 2020 meeting.

**Motion 53-20**

Elizabeth Yendrek moved approval of the minutes for May 20, 2020 as amended, seconded by Anita Tiller.

Parsons	Aye	Speicher	Absent	Zureich	Aye
Tiller	Aye	Seeberg	Absent	Yendrek	Aye

Minutes were approved as amended (the spelling of Elizabeth Yendrek was corrected).

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented.

**Motion 54-20**

Elizabeth Yendrek moved to approve the agenda as presented, seconded by Laura Zureich.

Parsons	Aye	Speicher	Absent	Zureich	Aye
Tiller	Aye	Seeberg	Absent	Yendrek	Aye

Agenda approved as presented.

**FINANCIAL REPORT**–Michael Schmenk  
The June 2020 financials will be reviewed in August.

**DIRECTOR'S REPORT – Nieca Nowels**

Policy update – Director Nowels shared the new Policy update to the Policy Manual, PS 6.1 Information Collection and Use. This change is to be able to build/use the Android app and is required by Google Play. The language is required by Google Play and will be added to our policy manual.

**COMMITTEE REPORTS**

**Executive** – Chad Seeberg (Chair), Anita Tiller, David Speicher – Did not meet.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich – Did not meet.

**Operations** – David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Did not meet.

**OLD BUSINESS**

Updates on research regarding on how to spend the Richard Turner bequest, as well as an additional donation that came in during January. This has been tabled until after MPL is fully open.

**NEW BUSINESS**

Ms. Wever asked for a motion to approve the section PS 6.1 Information Collection and Use as presented.

**Motion 55-20**

Perry Parsons moved to approve the section PS 6.1 Information Collection and Use as presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Absent	Zureich	Aye
Tiller	Aye	Seeberg	Absent	Yendrek	Aye

PS 6.1 Information Collection and Use approved as presented.

President Wever asked for a motion to make face masks mandatory while Union County was Orange or higher, level 2 or above according to the Ohio Public Health Advisory guidelines.

**Motion 56-20**

Anita Tiller moved to approve to make face masks mandatory while Union County is in Orange or higher as presented, seconded by Elizabeth Yendrek.

Parsons	Nay	Speicher	Absent	Zureich	Aye
Tiller	Aye	Seeberg	Absent	Yendrek	Aye

Making face masks mandatory while Union County is in orange or higher approved as presented.

**Public Comments**

Director Nowels mentioned that since Union County had been declared a Red level county just that day, that she felt we should close lobby service and continue to offer curbside service during red or purple levels of the Ohio Public Health Advisory levels. Ms. Crawford made the comment that she has heard many of the Library Staff are uncomfortable with having Patrons in the lobby while the county is in Red or Purple. It is Ms. Crawford’s belief that the staff that are uncomfortable will use their PTO and then resign. There was additional discussion.

President Wever asked for a motion to close lobby service but continue curbside service while Union County is in Red or Purple.

**Motion 57-20**

Elizabeth Yendrek moved to close lobby service but continue curbside service while Union County is in Red or Purple as presented, seconded by Laura Zureich.

Parsons	Nay	Speicher	Absent	Zureich	Aye
Tiller	Nay	Seeberg	Absent	Yendrek	Aye

President Wever voted to close lobby service but continue curbside service while Union County is in Red or Purple.

Motion passed as presented.

**Upcoming Events**

August 8<sup>th</sup> Movie in the Park at the Marysville Pool presented in partnership with the City of Marysville and Richwood Bank.  
Summer Lunch Program continues through August 7<sup>th</sup>.

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 5:38 p.m.

Next regular board meeting date: Wednesday, August 19, 2020 at 5:00 p.m. at Main Library and via YouTube.

\_\_\_\_\_  
Rebecca Wever, President

\_\_\_\_\_  
Anita Tiller, Secretary



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

**August 19, 2020**

The Marysville Public Library Board of Trustees met on August 19, 2020, at the Main Library in Meeting Room A. The public was able to view live on our YouTube channel.

Attending: Perry Parsons, Rebecca Wever, Elizabeth Yendrek, Anita Tiller, David G. Speicher, Chad Seeberg, and Laura Zureich.

Absent: N/A

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney (via YouTube) and Cindy Crawford.

Guests: 4 views via YouTube recording.

**CALL TO ORDER**

President Wever called the meeting to order at 5:00 p.m. The public was able to view live on our YouTube channel.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the July 16, 2020 special meeting.

**Motion 58-20**

Laura Zureich moved approval of the minutes for July 16, 2020 as amended, seconded by Anita Tiller.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Abstain	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented.

**Motion 59-20**

Chad Seeberg moved to approve the agenda as presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as presented.

**FINANCIAL REPORT**–Michael Schmenk

Michael Schmenk, Fiscal Officer, presented the June and July 2020 financial reports. The Board discussed the reports.

President Wever asked for a motion to approve the July 2020 Financial Report as presented.

**Motion 60-20**

Chad Seeberg moved approval of the July 2020 Financial report as presented, seconded by Elizabeth Yendrek

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The July 2020 Financial Reports were approved as presented.

President Wever asked for a motion to approve the June 2020 Financial Report as presented.

**Motion 61-20**

Laura Zureich moved approval of the June 2020 Financial report as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The June 2020 Financial Reports were approved as presented.

**DIRECTOR’S REPORT – Nieca Nowels**

Ms. Nowels relayed that there were no changes to the Strategic Plan since the last update. The Library is adding Trinity and St. John’s Lutheran Schools to the delivery schedule. Students at all schools the Library delivers to may request materials with their Smart Card once it has been set up.

Director Nowels asked the Board if any would like to attend the Virtual OLC on-line Trustee dinner to be held September 3<sup>rd</sup>. Mr. Seeberg and Mr. Speicher will attend.

Director Nowels and the Management team have been working on how to safely re-open the book drops. Director Nowels and Assistant Director McCartney have planned a trip to the Raymond branch to discuss how to safely open one day a week for Curbside and Returns.

Ms. Nowels reported that the State Library of Ohio is offering grant dollars up to \$3,000 to help with the added cost of COVID-19. All grant money must be spent after the grant is awarded. She also reported that there are CRF Federal grant money available in the amount of \$25,000 for each site. This grant money must be spent between 3/1/2020 and 12/31/2020. Some thoughts on what could be expensed are: PPE, boxes, plexiglass, carts and Zoom membership. Anything that was not previously budgeted, but purchased due to the virus is eligible. There was some discussion of using the grant funds to pay for Lockers for the Raymond branch. Lockers are about \$35,000 and would be counted as an MPL system wide expense. Any dollars not spent must be sent back to the grantor.

Ms. Nowels reported that patrons have been asking about the Friends book cart. Mr. McGlone is working on a way to affix a lockbox to a cart for this purpose.

It was reported that Patrons are concerned that they are getting overdue notices. There has been a request submitted to delay the overdue notices. The first overdue notice would be sent after the item is overdue for 10 days.

Mr. McGlone has been working to install the additional wireless access points in the alley and on the Plum Street side. There were paid for with a grant. The wireless is turned on from 7 a.m. till 10 p.m.

It was reported that Summer Lunch Program served 9,840 meals. President Wever commented that she thought this year's program went very well. Thank you for all that helped. It was also noted that the Library is grateful for the help of the City and Police in closing 6<sup>th</sup> Street.

## **COMMITTEE REPORTS**

**Executive** – Chad Seeberg (Chair), Anita Tiller, David Speicher – Did not meet. However, Chairman Seeberg asked that he be sent the Position Descriptions for the Director and Fiscal Officer. He did report that he has some new evaluation forms that he'd like the committee to look at.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich – Did not meet.

**Operations** – David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Did not meet.

## **OLD BUSINESS**

Updates on research regarding on how to spend the Richard Turner bequest, as well as an additional donation that came in during January. This has been tabled until after MPL is fully open.

## **NEW BUSINESS**

Director Nowels asked current board member Elizabeth Yendrek if she was interested in continuing on the Board, as her current term expires this year. Ms. Yendrek is interested in another term.

Ms. Nowels asked the Board to consider moving \$3,000 from Professional Services to the Supplies Budget. Since there will be no performers for the remainder of the year the Library could better use the monies in Supplies that will cover the "Take and Make" projects for both Youth and Adult.

President Wever asked for a motion to move \$3,000 from Professional Services to the Supplies Budget line.

## **Motion 62-20**

Anita Tiller moved to approve the move of \$3,000 from Professional Services to the Supplies Budget line, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The motion to move \$3,000 from Professional Services to the Supplies Budget line was approved as presented.

### **Recognition of Gifts**

\$38.00-Cash in Cash Box  
\$250.00-George C. Hines III-Check in Donation Box  
**Total- \$288.00**

### **Public Comments**

Chad Seeberg asked about opening the Library fully including the stacks. Ms. Nowels reported that CLC has mandated that if the stacks are open, regardless of whether patrons wear masks or not, all materials leaving the Library would need to be quarantined for 96 hours before they are sent to other Libraries. The Board would like a plan on opening the Library fully to the public for the September meeting.

### **Upcoming Events**

9/3/2020 Central Chapter Trustee dinner (virtual)  
9/19/2020 Jumani 2 Partners Park (Movies in the Park)  
10/17/2020 Onward Legion Park Amphitheater (Movies in the Park)

### **ADJOURNMENT:**

The meeting was adjourned by President Wever at 5:47 p.m.

Next regular board meeting date: Wednesday, September 23, 2020 at 5:00 p.m. at Main Library and via YouTube.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



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

**September 23, 2020**

The Marysville Public Library Board of Trustees met on September 23, 2020, at the Main Library in Meeting Room A. The public was able to view live on our YouTube channel.

Attending: Perry Parsons, Rebecca Wever, Elizabeth Yendrek, Anita Tiller, David G. Speicher, Chad Seeberg, and Laura Zureich.

Absent: N/A

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney (via YouTube) and Cindy Crawford.

Guests: 12 views via YouTube recording.

**CALL TO ORDER**

President Wever called the meeting to order at 5:00 p.m. The public was able to view live on our YouTube channel.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the August 19, 2020 meeting.

**Motion 63-20**

Laura Zureich moved approval of the minutes for August 19, 2020 as presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as presented.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented.

**Motion 64-20**

Anita Tiller moved to approve the agenda as presented, seconded by David Speicher.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as presented.

**FINANCIAL REPORT—Michael Schmenk**

Michael Schmenk, Fiscal Officer, presented the August 2020 financial reports. The Board discussed the reports.

President Wever asked for a motion to approve the August 2020 Financial Report as presented.

**Motion 65-20**

David Speicher moved approval of the August 2020 Financial report as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The August 2020 Financial Reports were approved as presented.

Board discussed the need to amend appropriations to show the CARES Act funding expenditure.

President Wever asked for a motion to amend appropriations to show the CARES Act funding expenditures.

**Motion 66-20**

Laura Zureich moved approval to amend appropriations to show the CARES Act funding expenditures, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The motion to amend appropriations to show the CARES Act funding expenditures was approved as presented.

**DIRECTOR'S REPORT – Nieca Nowels**

Director Nowels reported that MPL is on the list for the State Library of Ohio to help with the Strategic Plan. Nieca asked Chad Seeberg for the name of the consultant that was recommended to help with the community survey. Mr. Seeberg will send the name to Ms. Nowels.

Ms. Nowels reported that the new branches for delivery to St. John's Lutheran and Trinity Lutheran should be on the Polaris drop-down list shortly.

The Board asked how Outreach was going and Ms. Nowels responded that it has been going quite well, Kelly Scott, Outreach Specialist, is being kept quite busy with Outreach to Schools and Patrons.

Mr. Seeberg asked that the Board have a walkthrough of what the new cameras cover. He said that still shots or a worksheet for next meeting would suffice.

President Wever asked for a recap of the virtual Trustee Dinners. Both meetings suggested that the Library start the budgeting plan early. It was reported that the Minority Leader of the house that spoke said that the Library should prepare for the worst. She further said that the is probably going to be an upheaval in the budget and it might be as bad as it was in 2008. As

soon as the elections are over, the Library should begin reaching out to the new Senators and Representatives.

### **COMMITTEE REPORTS**

**Executive** – Chad Seeberg (Chair), Anita Tiller, David Speicher – Did not meet.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich – Did not meet.

**Operations** – David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Did not meet.

### **OLD BUSINESS**

Updates on research regarding on how to spend the Richard Turner bequest, as well as an additional donation that came in during January. This has been tabled until after MPL is fully open.

### **NEW BUSINESS**

Director Nowels presented a plan to re-open the Library. The re-opening process, should the County stay below Red status, should begin on October 5<sup>th</sup>, staff would return to their regular schedules. October 12<sup>th</sup> the Library will begin moving furniture around to accommodate the re-opening. The Library will reopen the stacks on October 13<sup>th</sup>. Later in the meeting it was decided that Red status means only curbside service.

President Wever asked for a motion to approve the re-opening plan presented.

#### **Motion 67-20**

Anita Tiller moved to approve the re-opening plan presented, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The motion to approve the re-opening plan presented was approved as presented.

#### **Trustee Appointment**

President Wever asked for a motion to recommend Elizabeth Yendrek for re-appointment to the Marysville Public Library Board of Trustees. This would be a full seven-year term that would expire December 31, 2027

#### **Motion 68-20**

Chad Seeberg moved to recommend Elizabeth Yendrek for re-appointment to the Marysville Public Library Board of Trustees, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The motion to recommend Elizabeth Yendrek for re-appointment to the Marysville Public Library Board of Trustees was approved as presented.

Resolution for Certification

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, 2021, 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 Wever asked for a motion to pass a Resolution for certification with a change in the date to commencing January 1<sup>st</sup>, 2021, as presented.

**Motion 69-20**

Elizabeth Yendrek moved to approve of the Resolution for Certification as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Resolution for Certification was approved as presented.

Return to Zoom meetings

When the building opens, it is unlikely we will have adequate space in our meeting room to provide social distance. If that is the case, we will need to return to using Zoom, while continuing to broadcast to YouTube. We have also had to contact the Red Cross, as our space will be inadequate for their blood drives.

The Board would like to meet in person if possible. Director Nowels will try to make this happen.

**Recognition of Gifts**

\$18.21-Cash in Cash Box  
**Total- \$18.21**

### **Public Comments**

Ms. Nowels reported that the Friends of the Library will be meeting tomorrow, and she would be in attendance via Zoom. There were many staff comments about not feeling safe with opening the Library to walk-through service. Staff want some place safe to take breaks as the staff break room only accommodates 1 staff member at a time. Many staff eat in their cars. Staff were concerned because they too see both sides of the how do we serve the public dilemma but are concerned for their health and the health of their families. Staff are concerned that the mold issues are not being taken seriously. It should be noted that the Board was not aware that there was an issue with mold on the carpet until the September Board packet was sent out. The mold had been abated before the Board had an opportunity to take any action. The Board was aware of mold in the storage room, but that mold has been mitigated. Patron Services staff are concerned about the lack of social distancing with staff in the workroom on top of being in contact with the patrons.

There was discussion of purchasing some laptops for the patrons to use if we can't open the building for computer use.

### **Upcoming Events**

#### **ADJOURNMENT:**

The meeting was adjourned by President Wever at 6:13 p.m.

Next regular board meeting date: Wednesday, October 21, 2020 at 5:00 p.m. at Main Library (or by Zoom) and via YouTube.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



**MINUTES OF  
MARYSVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Executive Committee  
October 19, 2020 at 5pm**

---

The Marysville Public Library Board of Trustees Executive Committee met on Monday, October 19, 2020 in meeting room B.

**Attending:** Chad Seeberg (Chair), David Speicher and Rebecca Wever (sitting in for Anita Tiller).

**Staff:** Cindy Crawford

**Public:** None

**CALL TO ORDER**

Meeting called to order at 5:02pm by Mr. Seeberg.

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

**Motion 70-20**

Ms. Wever moved approval of the agenda as presented, seconded by David Speicher.

**OLD BUSINESS** - None

**NEW BUSINESS**

Review evaluation tools for use in evaluating the director and fiscal officer. The committee discussed the merits of each tool. It was decided that the committee liked the Minerva Public Library tool for the director with some tweaks. Ms. Wever offered to change the format to Google Docs, include a section on Business and Finances, and change the scaling was also to be changed to Outstanding, Excellent, Satisfactory, Marginal and Unsatisfactory. The committee asked that the human resources manager update the position description for the fiscal officer position. The 360 tool was also recommended with a section added on the Pandemic.

The committee recommends using the current evaluation tool for the fiscal officer but would like the verbiage on scaling to match the director's evaluation tool.

The changes would be effective for the calendar year 2021.

The committee discussed the function of the board of trustees. Mr. Seeberg stated that OLC has a tool to evaluate the board as it relates to its efficiency. The committee would like to see more consensus among the board with difficult decisions. They would like to ensure that all board members have a voice.

**PUBLIC COMMENTS** - None.

**ADJOURNMENT:**

Mr. Seeberg adjourned the meeting at 6:29 pm.

---

Chad Seeberg (Committee Chair)



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

**October 21, 2020**

The Marysville Public Library Board of Trustees met on October 21, 2020, at the Main Library in Meeting Room A. The public was able to view live on our YouTube channel.

Attending: Perry Parsons, Rebecca Wever, Elizabeth Yendrek, Anita Tiller, David G. Speicher, Chad Seeberg, and Laura Zureich.

Absent: N/A

Staff: Michael Schmenk, Nieca Nowels, Kate McCartney (via YouTube) and Cindy Crawford.

Guests: 14 views via YouTube recording.

**CALL TO ORDER**

President Wever called the meeting to order at 5:03 p.m. The public was able to view live on our YouTube channel.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the September 23, 2020 meeting.

**Motion 71-20**

Chad Seeberg moved approval of the minutes for September 23, 2020 as amended, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as amended. (Added language to Public Comments that the Board was not aware of any mold issue until the September 2020 Board packet was sent out and did not have an opportunity to address before the mold was abated)

**APPROVAL OF AGENDA**

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

**Motion 72-20**

Perry Parsons moved to approve the agenda as amended, seconded by Anita Tiller.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as amended. (Added the state color coding status and closing to new business)

## **FINANCIAL REPORT**—Michael Schmenk

Michael Schmenk, Fiscal Officer, presented the September 2020 financial reports. The Board discussed the reports. There was discussion of the PPE grants as well.

President Wever asked for a motion to approve the September 2020 Financial Report as presented.

### **Motion 73-20**

Laura Zureich moved approval of the September 2020 Financial report as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The September 2020 Financial Reports were approved as presented.

## **DIRECTOR'S REPORT** – Nieca Nowels

Director Nowels updated the Board regarding the Strategic Plan. School setup has been done, just working with Outreach Specialist on logistics. Smartcards and Teacher cards can have items sent to schools. On-line Storytimes have had great reviews. All staff are back to their regular hours. The first few days of walk through went well. Assistant Director thought the number of patrons visiting for the 3 days MPL was open was 700-800 persons, her estimate was a tad high, the actual number was 519 patrons visiting MPL. Ms. Wever stated that she had heard great reviews on the Take and Make program. Mr. Speicher stated that he had heard great things about curbside as well. Patron services manager reported that there were about 600 smart cards made. Outreach specialist is doing a wonderful job with outreach and states that she loves the work. Ms. Nowels reported that Christiana Congelio has been named as the chair for the 2021 OLC Youth Services Conference. Mr. Seeberg echoed that this is a really big deal for Ms. Congelio.

## **COMMITTEE REPORTS**

**Executive** – Chad Seeberg (Chair), Anita Tiller, David Speicher – Mr. Seeberg reported that the Executive Committee did meet and reviewed several evaluation tools to use in reviewing the Director and Fiscal Officer. The tools will be changed per the committee recommendations and a 360 review will be added, with a question about the pandemic added. The 360 review will be used for 2020, the evaluation tools will be used for 2021.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich – Did not meet.

**Operations** – David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Did not meet.

## **OLD BUSINESS**

Updates on research regarding on how to spend the Richard Turner bequest, as well as an additional donation that came in during January. Director Nowels will send dates to the committee to begin working on ideas for how to use these bequests. Another bequest has come in the month of October, the Fiscal Officer is working with the insurance company to sell annuities and stocks, not certain what the sales will yield.

## **NEW BUSINESS**

The Board asked that the Governor's color code restrictions status be discussed. The Board discussed this subject. Vice President Seeberg asked if there was a motion to only close the Library and move to curbside if the color level was increased to Purple.

### **Motion 74-20**

Chad Seeberg moved to only close the Library and move to curbside if the color level was increased to Purple, seconded by Perry Parsons.

Parsons	Aye	Speicher	Aye	Zureich	Nay
Tiller	Aye	Seeberg	Aye	Yendrek	Nay

The motion to only close the Library and move to curbside if the color level was increased to Purple was approved as presented.

The Board stated that it would be important moving forward to revisit this decision, while keeping staff and patrons safe and offering as many services as possible.

### **Recognition of Gifts**

\$20.00- Joan Mallo-Donation for Obituaries  
\$50.00- Kathryn A. Swithers- General Cash Donation  
\$35.19- Marysville Fortnightly Club-Material Donation in memoriam of Wanda Kunce  
\$92.01-Cash in Cash Box  
**Total: \$197.20**

### **Public Comments**

Public Comments were read to the Board by Ms. Zureich.

### **Upcoming Events**

Once Upon a Wine will begin meeting again at Daulton Union Winery on December 8<sup>th</sup> at 7:00 p.m. The book discussed will be "An American Marriage," by Tayari Jones.

### **ADJOURNMENT:**

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

Next regular board meeting date: Wednesday, November 18, 2020 at 5:00 p.m. at Main Library (or by Zoom) and via YouTube.

---

Rebecca Wever, President

---

Anita Tiller, Secretary



**MINUTES OF  
MARYSVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Planning and External Relations Committee  
November 11, 2020 @ 5:00p.m.  
Meeting room B**

---

The Marysville Public Library Board of Trustees Planning and External Relations Committee met on Wednesday, November 11, 2020. Due to technical difficulties with the Smart Board, YouTube was not able to be used to record or show this meeting to the public.

**Attending:** Anita Tiller (Chair), Laura Zureich and Elizabeth Yendrek

**Staff:** Kate McCartney and Cindy Crawford

**Guests:** None

**Public:** None

**CALL TO ORDER**

Meeting called to order at 5:02 pm by Committee Chair, Ms. Tiller.

**APPROVAL OF AGENDA**

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

**Motion 75-20**

Laura Zureich moved approval of the agenda as presented, seconded by Elizabeth Yendrek.

**APPROVAL OF MINUTES**

Ms. Tiller asked if there were any corrections of the minutes from the June 15, 2020 minutes. Ms. Yendrek and Ms. Zureich asked that their name be spelled correctly.

**Motion 76-20**

Elizabeth Yendrek moved approval of the agenda as amended, seconded by Laura Zureich.

**OLD BUSINESS**

All old business has been pushed until MPL is back to running as normal.

**NEW BUSINESS**

**Discussion of how we should spend the money from the Richardson donation, Turner bequest and PPE grant money.**

Thoughts from previous Planning meeting and suggestions from Managers:

- Book Mobile ~\$200K Downside is maintenance and staffing, no special license needed, but it would require 2 staff members.
- Quiet Space behind Adult Services ~\$50-\$100K
- Musical Instruments for outside ~\$20-\$30K Downside is cleaning and would people out late want to play them and disturb the Library neighbors?
- Kiosk for Raymond – would want to see how lockers go over before investing these dollars.
- Non-traditional lending Library ~\$100K would easily cover ~5years.
- Patio on the Plum side of the Library – Downside would be cleaning and is this something that is needed with the Memorial Pavilion and Reading Garden so close?
- Maker Carts ~\$100K would maintain for a few years. Thoughts were Circuit, sewing machine, button maker, 3D printer (patrons would purchase supplies for all of these)
- Lockers for both Main and Raymond branch - Main ~\$22,790 for 24 lockers ~\$31,285 for 39 lockers. Raymond branch ~\$24,130 for 24 lockers ~\$33,295 for 39 lockers. The Main costs don't include data port costs and wrap. The Raymond branch costs don't include data port, electricity, concrete pad and wrap.

After much discussion, the Committee would like to recommend that we spend the PPE Grant dollars on the Lockers for both Main and Raymond branch. The grant dollars need to be spent before the end of the year or they revert to the grantor. The Committee would like to further discuss any other recommendations after the new year.

**Discussion of public participation during the streamed meetings of the Board of Trustees.** Committee agreed that our assigned council should weigh in on this issue. Is it acceptable for public commentors be anonymous? The Committee would like to read the comments in the Public Comments section not as they come in. The Committee would like to recommend that the Board President to read a statement indicating that comments will only be read in the Public Comments section and if warranted, the Board would then respond.

**Discussion of the possibility of closing the Saturdays of December 26 and January 2.** The Assistant Director, Kate McCartney brought up the idea of closing December 26<sup>th</sup> and January 2<sup>nd</sup> as non-paid days off. The reasoning being:

- The Library is closed December 24<sup>th</sup>, 25<sup>th</sup> and 27<sup>th</sup>, does it make sense to open for one day in the middle of those closed days.
- The Library will save a small amount on electric.
- The days off would be unpaid and there would be a payroll savings. Any staff who wish to pick up hours those weeks could recoup any lost hours easily as there are staff who have asked to use PTO those weeks.
- Full time staff that are working those Saturdays wouldn't need to take off a day during the week to compensate.
- It would be a nice perk for staff who would normally work those days.

The Committee recommends that the Board approve December 26<sup>th</sup> and January 2<sup>nd</sup> closing.

**PUBLIC COMMENTS:**

None

**ADJOURNMENT:**

Ms. Tiller adjourned the meeting at 7:00 pm.

---

Anita Tiller Committee Chair



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

**November 13, 2020**

The Marysville Public Library Board of Trustees met at on November 13, 2020, on Zoom for a special meeting to discuss Operations during the COVID – 19 Crisis. The meeting was able to be viewed by the public via YouTube.

Attending: Chad Seeberg, Rebecca Wever, Elizabeth Yendrek, David G. Speicher, Anita Tiller and Laura Zureich.

Absent: Perry Parsons

Staff: Michael Schmenk, Kate McCartney and Cindy Crawford.

Guests: None

**CALL TO ORDER**

President Wever called the meeting to order at 12:27 p.m. at Main.

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented

**Motion 77-20**

Laura Zureich moved to approve the agenda as presented, seconded by Anita Tiller.

Parsons	Absent	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as presented.

**OLD BUSINESS**

None at this time.

**NEW BUSINESS**

Discuss business operations of Marysville Public Library during the COVID-19/Coronavirus pandemic closure and the previous motion 74-20.

**Motion 78-20**

Laura Zureich moved to approve returning to curbside service, replacing motion 74-20, seconded by Dave Speicher.

Parsons	Absent	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Nay	Yendrek	Aye

Motion to approve returning to curbside service, replacing motion 74-20 was approved as presented.

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 12:40 pm  
Next board meeting date: Wednesday, November 18, 2020 at 5:00 pm via Zoom.

\_\_\_\_\_  
Rebecca Wever, President

\_\_\_\_\_  
Anita Tiller, Secretary



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

**November 18, 2020**

The Marysville Public Library Board of Trustees met on Wednesday, November 18, 2020 Via Zoom. The Public was also able to view via Zoom and this meeting will be recorded.

Attending: Perry Parsons, David G. Speicher, Rebecca Wever, Elizabeth Yendrek, Chad Seeberg, Laura Zureich and Anita Tiller.

Staff: Nieca Nowels, Michael Schmenk, Kate McCartney, and Cindy Crawford.

Guests via Zoom: Suzanne, Richard Wagner, Joni Altman, Gabe, ALICE, Cheryl, Liz Dillman, Ali Parthemore, Christiana C and Emily Anderson.

**CALL TO ORDER**

President Wever called the meeting to order at 5:07 p.m. The public was able to view via Zoom.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the October 21, 2020 meeting.

**Motion 79-20**

Chad Seeberg moved approval of the minutes for October 21, 2020 as amended, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Minutes were approved as amended. (Mr. Seeberg was who asked for Motion 74-20)

**APPROVAL OF AGENDA**

After a review of the agenda, President Wever asked for approval of the agenda as presented.

**Motion 80-20**

Perry Parsons moved to approve the agenda as amended, seconded by Anita Tiller.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

Agenda approved as amended.

President Wever relayed to the Public that comments would be read or addressed if needed in the Public Comments section of the Board meeting.

Ms. Wever also addressed the letter sent by Staff, by saying: The Board received a letter from several staff members. The letter and many of the grievances presented in the letter should be dealt with on a direct staff level. Ms. Wever encouraged Nieca to meet with her management team to address the concerns. If there were items requiring Board action those were to be brought to the full board at a future meeting.

**FINANCIAL REPORT**–Michael Schmenk

Michael Schmenk, Fiscal Officer, presented the October 2020 financial reports. The Board discussed the reports. There was discussion of the PPE grants as well. Mr. Schmenk mentioned a bequest of \$59,986 and 140 Prudential stock, that is valued at approximately \$10,000. The bequest came from Ms. Marcia Merz.

Mr. Schmenk also reported that insurance has gone up 3.5% to keep the current coverage. The only difference is that this plan is a MEWA and the Library will need to join the Ohio Chamber of Commerce.

Mr. Seeberg asked about the wellness programs. Ms. Crawford reported they would remain the same, through BWC (for all staff) and UHC Motion (for insured staff).

President Wever asked for a motion to approve the October 2020 Financial Report as presented.

**Motion 82-20**

David Speicher moved approval of the October 2020 Financial report as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The October 2020 Financial Reports were approved as presented.

**DIRECTOR'S REPORT – Nieca Nowels**

Director Nowels reported that Ron has been investigating updating the phones. The last mention of this update was October 2019. The new quote is \$5,378.50 plus a monthly charge. The Library will need to have both phone systems in place for a few months. Director Nowels reported that the phones were not specifically in the 2020 appropriations budget, but the Library did have funds in the appropriations to fund this project. The Board decided that since they had voted on this issue previously, they were not required to vote now.

Ms. Nowels apologized for missing the November 13<sup>th</sup> meeting and also for not sending the Staff letter sooner as she was out of town for personal reasons.

Director Nowels reported that Facilities Manager, Ron McGlone, was getting a quote for an ionization filter for the HVAC system after receiving information on an article from both Board member, Laura Zureich and Fiscal Officer, Mike Schmenk.

The Board asked about staffing how many staff members it would take to keep the Library open at curbside service. Assistant Director, Ms. Kate McCartney reported that it would take a minimum of 6 staff members to maintain service.

Ms. Wever asked that Director Nowels look at the day of professional development for the schools that was mentioned in the Strategic Plan. Ms. Wever believes that there are many teachers that are not aware of the extent of the Library's services.

## COMMITTEE REPORTS

**Executive** – Chad Seeberg (Chair), Anita Tiller, David Speicher – Mr. Seeberg said that while they did not meet, he wanted the Board to be aware that they would be receiving the evaluation tools including the 360 review that they would use. Mr. Seeberg also said he would send those to the HR Manager, Cindy Crawford.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich – Ms. Tiller reported that they had a very good meeting. There were many options to spend the Turner bequest, the Richardson donation and the PPE Grant. The committee recommend that the Library spend the remaining PPE grant and some of the donation or bequest to fund lockers for both Main and the Raymond branch.

Ms. Wever asked for a motion to purchase lockers for both Main and the Raymond branch.

### Motion 83-20

Anita Tiller moved to purchase lockers for both Main and the Raymond branch, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Aye	Yendrek	Aye

The motion to purchase lockers for both Main and the Raymond branch was approved as presented.

The Committee also recommended closing the Library Saturday, December 26, 2020 and January 2, 2021. These would be unpaid days off. Staff could pick up hours earlier in the week to compensate them, take PTO or no pay.

President Wever asked for a motion to close the Library Saturday, December 26, 2020 and January 2, 2021, these days would be unpaid.

### Motion 84-20

Anita Tiller moved close the Library Saturday, December 26, 2020 and January 2, 2021 as unpaid days off, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Aye	Seeberg	Nay	Yendrek	Aye

The motion to close the Library Saturday, December 26, 2020 and January 2, 2021 as unpaid days off passed as presented.

**Operations** – David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Did not meet.

## OLD BUSINESS

Updates to old business was reported in the Planning and External Relations Committee report.

### **NEW BUSINESS**

Director Nowels asked the Board for approval to give the Staff a 2% increase in salary and wages. The Board talked a bit about this and ultimately decided increases were at the Director's discretion, and they just needed to approve the overall appropriations budget.

### **Recognition of Gifts**

John M. Caruthers-General Donation-\$10.00

Union Co. Genealogical Society-Donation for Microfilm of Marysville Journal Tribune- \$700.00

Gypsy Stultz-General Donation-\$25.00

Lifelong Learners c/o Avanelle Oberlin-Donation for Android and iPhone classes taught by Adult Services in Fall 2019/Winter 2020- \$900.00

Cash in Donation Box- \$9.11

**Total Donations- \$1644.11**

### **Public Comments**

None.

### **Upcoming Events**

### **ADJOURNMENT:**

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

Next regular board meeting date: Wednesday, December 16, 2020 at 5:00 p.m. via Zoom The public will be able to watch via Zoom

---

Rebecca Wever, President

---

Anita Tiller, Secretary



**MINUTES OF  
MARYSVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Operations and Finance Committee  
December 14, 2020 at 5pm  
Via Zoom**

---

The Marysville Public Library Board of Trustees Operations and Finance Committee met on Monday, December 14, 2020 via Zoom.

**Attending:** David G. Speicher (Chair), Perry Parsons and Chad Seeberg.

**Staff:** Nieca Nowels, Michael Schmenk, and Cindy Crawford

**Guests:** None

**Public:** None

**CALL TO ORDER**

Meeting called to order at 5:02 pm by Mr. Speicher.

**APPROVAL OF MINUTES**

Mr. Speicher asked for approval of the April 29, 2020 minutes as presented.

**Motion 85-20**

Chad Seeberg moved approval of the minutes as presented, seconded by Perry Parsons.

Mr. Speicher asked for approval of the agenda as presented.

**Motion 86-20**

Chad Seeberg moved approval of the agenda as presented, seconded by Perry Parsons.

**OLD BUSINESS** - None

**NEW BUSINESS**

Review and discussion of the Temporary Appropriations Budget. The committee recommended moving \$100K to Building fund.

There was also discussion of replacing the elevator during the current closure of MPL. The Committee asked Director Nowels to obtain a quote and lead time needed to replace the elevator.

**PUBLIC COMMENTS** - None.

**ADJOURNMENT:**

Mr. Speicher adjourned the meeting at 5:40 pm.

---

David Speicher (Committee Chair)



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

**December 16, 2020**

The Marysville Public Library Board of Trustees met on Wednesday, December 16, 2020 via Zoom. The Public was also able to view via Zoom and this meeting was recorded.

Attending: Perry Parsons, David G. Speicher, Rebecca Wever, Elizabeth Yendrek, Chad Seeberg, and Laura Zureich.

Absent: Anita Tiller

Staff: Nieca Nowels, Michael Schmenk, Kate McCartney, and Cindy Crawford.

Guests via Zoom: Lauren Lemmon, Iphone Suzanne, Liz Dillman, Ed Liddle, Jkuba, Christiana C, (937) 243-3333, and Jen Young.

**CALL TO ORDER**

President Wever called the meeting to order at 5:01 p.m. The public was able to view via Zoom.

**APPROVAL OF MINUTES**

President Wever asked if there were any corrections regarding the minutes from the November 18, 2020 meeting.

**Motion 87-20**

Laura Zureich moved approval of the minutes for November 18, 2020 as amended, seconded by Elizabeth Yendrek.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Absent	Seeberg	Aye	Yendrek	Aye

Minutes were approved as amended. (Mr. Seeberg asked that the tense be corrected in the first line of the minutes. The Board also asked that the word Change be changed to charge under the Director’s report)

**APPROVAL OF AGENDA**

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

**Motion 88-20**

Chad Seeberg moved to approve the agenda as amended, seconded by Dave Speicher.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Absent	Seeberg	Aye	Yendrek	Aye

Agenda approved as amended. (Added the transfer of \$100K to Building Fund be added to new business and Professional Development be added to Director’s report, Kate will speak on this subject)

**FINANCIAL REPORT**–Michael Schmenk

Michael Schmenk, Fiscal Officer, presented the November 2020 financial reports. The Board discussed the reports. Mr. Schmenk reported that the \$11,000 check from the sale of stock left to the library by Ms. Marcia Merz was received this week.

President Wever asked for a motion to approve the November 2020 Financial Report as presented.

**Motion 89-20**

Laura Zureich moved approval of the November 2020 Financial report as presented, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Absent	Seeberg	Aye	Yendrek	Aye

The November 2020 Financial Reports were approved as presented.

**DIRECTOR’S REPORT – Nieca Nowels**

Director Nowels asked that Cindy Crawford present the staffing report. The Board asked if training could be done via Zoom or shared computer screens. It was also suggested that trainers be given incentive pay. The circulation position was posted on the Library webpage. The Board asked that it also be promoted on Facebook. Kate McCartney reported that Youth Services Manager would like to wait until next year to fill their open position.

Director Nowels asked Kate McCartney to present the update on the strategic plan item relating to offering professional development for educators. Ms. McCartney contacted Jonathan Langhals from Marysville Schools and he reported that this was not a program that they had interest in for their teachers, but that they would be happy to distribute a handout about what the library offers. Many schools would not use our training unless it had CEUs and getting CEUs certified is a difficult process and varies by district. The Literacy Director from the Marysville Schools reported that they would be interested in readers advisory for at risk students. Liz Dillman has developed Book Talk videos and has shared with all of the Language Art High School teachers. Kate also reached out to St. John’s and Trinity. St. John’s came back with a specific request that will be fulfilled in January. Christiana Congelio will be reaching out to principals in January to assess their specific needs.

Director Nowels reported on the Lockers for both Main and the Raymond Branch have been ordered. We were not able to use the CARES grant as the Lockers would not be available for another 8-12 weeks. The Lockers will be purchased with money from the previous large donations the library had received. Ms. Nowels reported that the Planning Committee will meet in February to discuss other uses for the donation money. Ms. Nowels also suggested that Board members begin to think about what committees they would like to be part of and who should be on the slate of Officers.

The Board asked how the CARES act money has been spent, it was reported that additional blue bins for quarantine, drop box bins, spring lifts for all the boxes to make them easier to unload, laptops, shelving for holds had all been ordered and received. The remaining ~\$6K would be used for additional digital downloads.

The Board asked about the book group at Dalton Union and asked that it be held virtually until the Library building is open to the Public.

The Board would like a plan for re-opening the Library. Ms. Nowels quoted the Army Football coach by saying “Don’t plan, Prepare!” Director Nowels will begin to prepare a report on how the Library will “prepare” to re-open.

The Board had a question about the new laptops for Patrons. Ms. Nowels reported that there was an issue with the way the laptops were being charged, this has since been corrected and the laptops are now available for Patrons to check out.

## **COMMITTEE REPORTS**

**Executive** – Chad Seeberg (Chair), Anita Tiller, David Speicher – Did not meet.

**Planning and External Relations** – Anita Tiller (Chair), Elizabeth Yendrek, Laura Zureich – Did not meet.

**Operations** – David G. Speicher (Chair), Perry Parsons, Chad Seeberg – Chairman Speicher reported that the committee reviewed the Temporary Appropriations Budget. Mr. Speicher also reported that the committee discussed updating the elevator or purchasing a new elevator to be installed. The cost of new elevator would be \$150-\$200K, updating would most likely cost half of that. Operations will meet in January with Facilities Manager, Ron McGlone to discuss which option is best and then potentially begin the bidding process.

## **OLD BUSINESS**

None at this time.

## **NEW BUSINESS**

The Board discussed the Temporary Appropriations Budget as well as moving \$100K from the Budget to the Building Fund.

Ms. Wever asked for a motion to approve the Temporary Appropriations Budget.

### **Motion 90-20**

Dave Speicher moved to approve the Temporary Appropriations Budget, seconded by Chad Seeberg.

Parsons	Aye	Speicher	Aye	Zureich	Aye
Tiller	Absent	Seeberg	Aye	Yendrek	Aye

Motion passed as presented.

Ms. Wever asked for a motion to move \$100,000 from the 2020 Budget to the Building Fund.

### **Motion 91-20**

Chad Seeberg moved to move \$100,000 from the 2020 Budget to the Building Fund, seconded by Laura Zureich.

Parsons	Aye	Speicher	Aye	Zureich	Aye
---------	-----	----------	-----	---------	-----

Tiller                  Absent                  Seeberg                  Aye                  Yendrek                  Aye

Motion passed as presented.

**Recognition of Gifts**

Mayberry Family Trust c/o Lisa Mayberry - \$50.00 – General Donation

Cash in Donation Box - \$0

**Total Donations- \$50.00**

President Wever asked for a motion to move into Executive Session for the purpose of discussing two employees' job performance.

**Motion 92-20**

Chad Seeberg moved that the Board move into Executive Session for the purpose of discussing two employees' job performance, seconded by Perry Parsons.

Parsons                  Aye                  Speicher                  Aye                  Zureich                  Aye  
Tiller                  Absent                  Seeberg                  Aye                  Yendrek                  Aye

Motion passed as presented. Roll Call was taken.

The Board moved into Executive Session at 6:06 p.m.

The Board Moved out of Executive session at 7:28 p.m. Ms. Zureich left the meeting at 7:09 p.m. because of a prior commitment.

The Board approved a 2.5% increase for Mr. Schmenk, the Fiscal Officer. Mr. Seeberg will send the final review to both Mr. Schmenk and Ms. Crawford.

The Board announced that Ms. Nowels will meet with a smaller group to finalize her review.

Mr. Seeberg also suggested that the Board evaluate themselves as introspection is always a good thing.

**Public Comments**

None.

**Upcoming Events**

December 24	Library Closed for Christmas Eve
December 25	Library Closed for Christmas Day
December 26	Library Closed
December 31	Library Closes at 5:00 p.m. for New Years Eve
January 1	Library Closed for New Years Day
January 2	Library Closed

**ADJOURNMENT:**

The meeting was adjourned by President Wever at 7:34 p.m.

Next regular board meeting date: Wednesday, January 20, 2021 at 5:00 p.m. via Zoom The public will be able to watch via Zoom

---

Rebecca Wever, President

---

Anita Tiller, Secretary