 **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 marque 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 23rd, 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 OLC Trustee dinner (Aladdin Shrine Center- South Columbus)

April 21 OLC Library Legislative Day (Sheraton Columbus Capitol Square)

**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.

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Rebecca Wever, President Anita Tiller, Secretary

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**February 19, 2020**

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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 Egg Hunt/Story of Autism event

April 2 OLC Trustee dinner (Aladdin Shrine Center- South Columbus)

April 21 OLC Library Legislative Day (Sheraton Columbus Capitol Square)

**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.

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Rebecca Wever, President Anita Tiller, Secretary