

LOGAN COUNTY LIBRARIES

KNOWLTON LIBRARY
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LOGAN COUNTY LIBRARIES BOARD OF TRUSTEES MEETING MINUTES – March 28, 2024

The Logan County Libraries Board of Trustees met in regular session on Thursday, March 28, 2024 at 4:00 PM at the Knowlton Library, Bellefontaine, Ohio 43311.

Members present were President Sharon Halter, Judith Goodrich, John Tucci, Stephen Henry, Lauren Ater, and Robert Barnwell along with Director Beverly Arlequeeuw and Fiscal Officer Stacy Sandy. Steve Fansler was absent.

Common Pleas Judge Kevin Bragg spoke to the Trustees about a private book launch party possible at the end of May for his new book coming out soon at the library. All Trustees agreed to host the launch in the Goodrich Community Room.

The Secretary read the minutes from the February 29, 2024, meeting. Mr. Tucci motioned to approve the minutes, seconded by Mr. Henry. Motion Carried.

FINANCIAL REPORT:

The Fiscal Officer gave the monthly financial report ending February 29, 2024:

- The General Fund showed a cash balance of \$558,523.11.
- The Capital Project Fund showed a cash balance of \$659,202.56.
- The Susie Parker Trust Fund showed a total balance of \$65,242.97.
- The Hazel G Moore Memorial Fund showed a cash balance of \$26,520.49.

Mr. Barnwell motioned to accept the Fiscal Officer's report, seconded by Mrs. Ater. Motion carried.

The Director reviewed the Public Library Fund revenue for March. She noted an overall decrease in funds of \$23,809.00 compared to March 2023.

UNFINISHED BUSINESS

- Trustees' By-Laws were tabled.

NEW BUSINESS

- The Director and Fiscal Officer had met with the Ohio Insurance adjustor at the Lakeview branch. The branch is a total loss, and the library claim will remain open indefinitely. Mrs. Goodrich made a motion to create a special revenue fund for the Lakeview branch for insurance reimbursement and monetary donations, seconded by Mr. Barnwell. Motion carried.
- The request to replace all the fluorescent lights throughout the Main Library was tabled.
- Mr. Henry motioned to close the library system on April 6 for the Eclipse weekend, seconded by Mr. Tucci. Motion carried.

TRUSTEES March 28, 2024, MEETING CONTINUED:

DIRECTOR'S REPORT

▪ **STATISTICS REPORT FOR 2024:**

▪ **Circulation for February 2024:**

- The system showed an overall increase of 14,886 items compared to February 2023.
- The Ohio Digital Library circulation was 6,303.

▪ **STAFF NEWS**

- The Director reported on six new employees hired recently:
 - Jennifer Heritage, Patron Services Assistant. Hourly wage rate \$12.70.
 - Laura Howells, Reference Assistant. Hourly wage rate \$12.70.
 - Charlie Koehler, Patron Services Assistant. Hourly wage rate \$12.70.
 - Angela Major, Library Assistant/Floater. Hourly wage rate \$12.70.
 - Thessaly Reminder, Patron Services Page. Hourly wage rate \$10.45.
 - Hannah Young, Patron Services Page. Hourly wage rate \$10.45.

▪ **OTHER**

- National Library Week April 7-13 will be observed with events, giveaways, and contests.
- The Library Kindness Project has been paused due to tornado damage in Lakeview.
- New library wish list on Amazon.com for coffee bar supplies and teen after-school snacks.
- Eclipse glasses are still available to the public.
- The AAUW Trivia Bee team finished 7/10 in a three-way tie for seventh place.
- The new microfilm reader to replace the one damaged in the flood is now available to patrons with printing capabilities.
- A new newsletter signup link is available on the website for patrons to add themselves to the weekly and monthly newsletter mailing list.
- Nine Susie Parker Scholarships from Bellefontaine High School students have been received. The deadline is April 1.
- The Director highlighted the April Library events.

The next regular Board meeting will be held on Thursday, May 30, 2024, at 4:00 pm at the Knowlton Library in the Barnwell Board Room. There being no other business, upon motion by Mrs. Goodrich, seconded by Mrs. Ater the meeting was adjourned at 5:25 P.M.