

# **LOGAN COUNTY LIBRARIES**

---

## **KNOWLTON LIBRARY**

**220 NORTH MAIN STREET \* BELLEFONTAINE, OHIO 43311-2228**

**PHONE (937) 599-4189 \* FAX (937) 599-5503**

[www.LoganCountyLibraries.org](http://www.LoganCountyLibraries.org)

## **LOGAN COUNTY LIBRARIES BOARD OF TRUSTEES MEETING MINUTES – July 28, 2022**

The Logan County Libraries Board of Trustees met in regular session on Thursday, July 28, 2022 at 4:00 PM at the Knowlton Library in Bellefontaine.

Members present were President Sharon Halter, Vice-President Robert Barnwell, Steve Fansler, Stephen Henry, Mark McIntyre, Joyce Core and John Tucci along with Director Beverly Arlequeeuw and Fiscal Officer Stacy Sandy.

The Secretary read the minutes from the June meeting. Mr. McIntyre made a motion to approve the minutes, seconded by Mr. Barnwell. Motion Carried.

### **FINANCIAL REPORT:**

The Fiscal Officer gave the monthly financial report for year ending June 30, 2022:

- The General Fund showed cash balance of \$534,776.10.
- The Capital Project Fund showed cash balance of \$543,126.37.
- The Susie Parker Trust Fund showed total balance of \$65,734.62.
- The Hazel G Moore Memorial Fund showed cash balance of \$38,585.96.

The Director reviewed the Public Library Fund revenue to date. She noted the funding increase to date compared to July 2021 showed an increase of \$115,285.00.

Mr. Fansler made a motion to accept the Fiscal Officer report, seconded by Mr. McIntyre. Motion Carried.

### **UNFINISHED BUSINESS**

- Fiscal Officer Sandy explained how financial reports are prepared each month and how all financial data is backed up off-site every day by Aunalytics. Mr. Fansler suggested an internal audit of the check register at the end of each month by the Director. Mr. Barnwell as financial chair can also review the check register each month. Mr. Fansler made a motion for an internal review, seconded by Mr. Barnwell. Motion Carried.

### **NEW BUSINESS**

- Vickie Murphy and Jennifer Davis from LoCo Arts (formerly the Bellefontaine Arts Commission) provided information in their presentation for the front lobby Mosaic arts project. The cost for the project is \$3,150 – broken down as \$2,400 for 8 days of Vickie and Jennifer designing and overseeing the project, \$750 for art supplies and materials and \$10 per student (paid by LoCo Arts). The trustees all agreed that it would be a nice addition to the library. Mr. Barnwell made a motion to use Foundation money to fund this project, seconded by Mr. Fansler. Motion Carried.

## **TRUSTEES July 28, 2022, MEETING CONTINUED:**

- Mr. Barnwell explained the upcoming parking lot resealing project. The library received three bids (Quality Paving, H&S and Stanley at the Lake). Quality Paving had the lowest bid at \$4,600 to repair cracks, reseal and striping of the library's two parking lots. The project will be scheduled in September 2022. Mr. Barnwell made a motion to accept the parking lot bid, seconded by Mr. McIntyre. Motion Carried.

## **DIRECTOR'S REPORT**

### **■ STATISTICS REPORT FOR June 2022**

#### **■ Circulation for June 2022:**

The system showed an overall increase of 1,266 item over June 2021.

#### **■ STAFF NEWS**

- Jadzia Café was hired as Transit Page to replace Lincoln Howell. Her hourly wage is \$10.00.
- Elizabeth Huffman was hired as Reference Services Assistant to replace Karen Zahller hours in the Reference Department. Her hourly wage is \$11.25.
- Lincoln Howell submitted his resignation as Adult Services and Transit Page, and Public Services Assistant effective July 28, 2022.
- Open positions to be hired soon for Adult Services Page, Patron Services Assistant, Transit Page and Youth Services Assistant.
- Bev attended the Ohio Library Council New Directors workshop series which began in June. The first 2 sessions were held in June, the first 2 sessions in June were recorded, and the July and August sessions in person at OLC.

### **■ OTHER**

- All our branch locations are participating in the United Way "Stuff the Bus" for patrons to drop off school supplies through August 22.
- Annual report for SEO included for your information
- Library calendar of events for August
- Fiscal Officer shared that the three recipients of the Susie Parker Memorial Fund scholarship were paid – a thank you card from a recipient, Beau Salyer, was read
- Jake from Above All Power-Washed cleaned the library's retaining wall

The next regular Board meeting will on Thursday, August 25 at 4:00 pm.

There being no other business, upon motion by Mr. Tucci seconded by Ms. Core, the meeting was adjourned at 5:37 P.M.

---

Sharon Halter, President

---

Beverly Arlequeeuw, Acting Secretary