

LOGAN COUNTY LIBRARIES

KNOWLTON LIBRARY

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LOGAN COUNTY LIBRARIES BOARD OF TRUSTEES MEETING MINUTES – November 17, 2022

The Logan County Libraries Board of Trustees met in regular session on Thursday, November 17, 2022 at 4:31 PM at the Knowlton Library in Bellefontaine.

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

The Director distributed the minutes from the October meeting. Mr. Tucci made a motion to approve the minutes, seconded by Mr. McIntyre. Motion Carried.

FINANCIAL REPORT:

The Fiscal Officer gave the monthly financial report for year ending October 31, 2022:

- The General Fund showed cash balance of \$623,247.60.
- The Capital Project Fund showed cash balance of \$507,609.99.
- The Susie Parker Trust Fund showed total balance of \$64,704.56.
- The Hazel G Moore Memorial Fund showed cash balance of \$38,707.27.

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

Fiscal Officer Sandy requested transfers in the General Fund from A/C #5110 to A/C #3110 - \$3,000. Mr. Fansler made a motion to accept these transfers, seconded by Mr. Tucci. Motion carried.

The Director reviewed the Public Library Fund revenue to date. She noted the funding increase to date compared to November 2021 showed an increase of \$6,636.

UNFINISHED BUSINESS

- Fiscal Officer reported on the scheduling and ordering the equipment from Easton for the water softener installation.
- Director informed the library board of the outcome from meeting with the staff member on the Personnel Issue.

NEW BUSINESS

- The Director reported on the search for a new phone system started with a quote from Aunalytics for \$26,705. The trustees would like to have 2 additional quotes to compare. Director will gather more quotes from other vendors over the next few months and present them to the board as they are received.

- The Director asked the trustees to review the revised Judith Goodrich Community Room Policy. The revised policy is in anticipation of the Community room re-opening for public use which was taken away during the pandemic. The Trustees discussed the revisions and made their recommendations. The community room policy will be amended with their recommendations and approved at the December meeting.
- The temporary 2023 budget will be distributed and discussed at the December 15 meeting.

DIRECTOR'S REPORT

▪ **STATISTICS REPORT FOR October 2022**

▪ **Circulation for October 2022:**

The system showed an overall increase of 2,603 items over October 2021.

- **STAFF NEWS** - none
- **OTHER**
- Shared listing of December library events

The next regular Board meeting will be on Thursday, December 15 at 4:00 pm.

There being no other business, upon motion by Mr. McIntyre seconded by Mr. Fansler, the meeting was adjourned at 5:35 P.M.

Bob Barnwell, Vice President

Beverly Arlequeeuw, Acting Secretary