

LOGAN COUNTY LIBRARIES

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LOGAN COUNTY LIBRARIES BOARD OF TRUSTEES MEETING MINUTES – May 30, 2024

The Logan County Libraries Board of Trustees met in regular session on Thursday, May 30, 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, Steve Fansler, and Robert Barnwell along with Director Beverly Arlequeeuw, Fiscal Officer Stacy Sandy, and Fred Lord from Clemans Nelson and Associates.

Sherry Pugh and Kim Kerns from West Mansfield shared their unhappiness with Janet Geeslin's recent resignation as Branch Librarian of the West Mansfield Branch. Mrs. Pugh read a resolution from the Village administration and a personal statement.

Mr. Henry made a motion to enter into an executive session to discuss personnel, seconded by Mr. Tucci. All Trustees, the Library Director, the Fiscal Officer, and Fred Lord went into the session at 4:08 pm. At 5:14 pm all came out of the executive session. No action was taken.

The Secretary read the minutes from the March 28, 2024, meeting. Mr. Henry made a motion to approve the minutes, seconded by Mr. Tucci. Motion Carried.

FINANCIAL REPORT

The Fiscal Officer gave the monthly financial report ending April 30, 2024:

- The General Fund showed a cash balance of \$485,743.44.
- The Capital Project Fund showed a cash balance of \$656,088.67.
- The Susie Parker Trust Fund showed a total balance of \$65,796.01.
- The Lakeview Special Revenue showed a total balance of \$315.00.
- The Hazel G Moore Memorial Fund showed a cash balance of \$25,963.00.

Fiscal Officer Sandy requested transfers in the General Fund from Account 5110 into Account 3610 \$2,800.00 and \$7,000.00 into Account 3995. Mr. Barnwell made a motion to accept the Financial Report and for the transfers, seconded by Mr. Fansler. Motion carried.

The Director reviewed the Public Library Fund revenue through May. She noted an overall decrease in funds of \$58,395.00 compared to the same period in 2023. The State revenue has repeatedly come in well below estimates to date. Also noted was the OPERS local distribution rates remain unchanged for 2025.

UNFINISHED BUSINESS

- Trustees By-Laws was tabled again.
- The Director is seeking a grant to replace fluorescent lights.
- Judge Braig's book launch event rescheduled to August 15.

TRUSTEES May 30, 2024, MEETING CONTINUED:

NEW BUSINESS

- The Director and Fiscal Officer discussed and reviewed quotes from Slagle Mechanical and Enervise to upgrade the HVAC software and replace the VAV boxes. Trustees tabled a decision until the June meeting.
- The Director reported that Osgood Bank has offered a temporary space for our Lakeview Branch. The space is free of charge for as long as the Library needs the space and could be permanent if desired. Library shelving, computers, internet, phone service, etc. must be purchased and installed. The Village of Lakeview is planning to rebuild a new village building and has expressed interest in branch space in their new building. Director Arlequeeuw will attend the next village council meeting to obtain more information.
- Mr. Henry reported that nine Susie Parker Scholarship applications were received, and three Bellefontaine High School students were awarded \$1,000.00 each to Ellianna Lloyd, Jalyn Savage, and Emily Taylor. Trustee Henry attended the Senior Award night and gave each recipient certificates.
- The Director reviewed several incident reports at the Knowlton Library recently.

DIRECTOR'S REPORT

- **STATISTICS REPORT FOR 2024:**
 - **Circulation for April 2024:**
 - The system showed an overall increase of 11,007 items compared to April 2023.
 - The Ohio Digital Library circulation was 5,930.
- **STAFF NEWS**
 - The Director reported on five employees' resignations:
 - Hannah Young, Patron Services Page effective 4/29/2024
 - Janet Geeslin, Rushsylvania and West Mansfield Branch Librarian effective 5/1/2024
 - Christian Legge, Patron Services Page effective 5/15/2024
 - Becky Hatton, Technology Coordinator retirement effective 6/30/2024.
 - Hope Justice, Youth Services Manager effective 8/1/2024.
 - Diane Baker was hired as the new West Mansfield Branch Librarian at an hourly rate of \$13.00 for 16 hours per week.
 - The Director noted she is currently posting, seeking, and interviewing for Patron Services Page, Branch Librarian at Rushsylvania Branch, Technology Coordinator, and Youth Services Manager positions.

TRUSTEES May 30, 2024, MEETING CONTINUED:

- **OTHER**

- A staff development was held on May 6.
- Summer Reading Program will run June 10 - July 27 and the theme is Adventure Begins at Your Library.
- The Library received a \$12,000 grant from the Logan County Board of Developmental Disabilities to purchase sensory kits for all library branches. Two children's music programs are also included.
- The Knowlton Library coffee bar hours changed for the summer months to 9 am-noon.
- The Director highlighted the June Library events.

The next regular Board meeting will be held on Thursday, June 20, 2024, at 4:00 pm at the Knowlton Library in the Barnwell Board Room. There being no other business, upon motion by Mr. Barnwell, seconded by Mr. Henry the meeting was adjourned at 6:15 P.M.

Sharon Halter, President

Judith Goodrich, Secretary