

LOGAN COUNTY LIBRARIES

KNOWLTON LIBRARY

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LOGAN COUNTY LIBRARIES BOARD OF TRUSTEES MEETING MINUTES – March 20, 2025

The Logan County Libraries Board of Trustees met in regular session on Thursday, March 20, 2025 at 4:00 PM at the Knowlton Library, Bellefontaine, Ohio 43311.

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

There was no public participation this month.

The Secretary read the minutes from the January 16 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 February 28, 2025:

- The General Fund showed a cash balance of \$396,602.53.
- The Capital Project Fund showed a cash balance of \$750,899.91..
- The Susie Parker Trust Fund showed a total balance of \$65,391.16..
- The Hazel G Moore Memorial Fund showed a cash balance of \$22,690.58.

Mrs. Goodrich made a motion to accept the Financial Report, seconded by Mr. Henry. Motion carried.

The Director reviewed the Public Library Fund revenue.. She noted an increase in funds of \$33,003 compared to date.

UNFINISHED BUSINESS

- There was no unfinished business this month.

TRUSTEES March 20, 2025 meeting continued

NEW BUSINESS

- The staff handbook revision was tabled until the next meeting. It was noted Clemans-Nelson as no longer held on retainer and a new HR company out of Cincinnati was hired-Clark Schaefer Hacke Strategic HR.
- The Internet Acceptable Use Policy revisions were discussed and reviewed. Mrs. Goodrich made a motion to adopt the revised policy, seconded by Mr. Tucci. Motion carried.
- The Director announced that Mr. Fansler was reappointed by the County Commissioners for another seven year term.
- The Director presented the West Liberty branch agreement with the Village Council. Discussion followed. She was asked to send it to Stolly Insurance for review.

DIRECTOR'S REPORT

- **STATISTICS REPORT FOR 2025:**
 - **Circulation for February 2025: :**
 - The system showed an overall loss of 4,173 items compared to February 2024.
 - The Ohio Digital Library circulation was 6,044 items.
- **STAFF NEWS**
 - Caitlyn Kirkpatrick, a Benjamin Logan student, was hired as a patron services page at \$10.75 per hour.
 - Jo Hudson's husband passed away on March 13. He was 69.
- **OTHER**
 - National Library Week April 6-12, 2025 will be celebrated with events, giveaways, and contests planned.
 - West Liberty Branch new flooring will be installed by the Flooring Gallery at the entrance and by restrooms on April 2 courtesy of the Village of West Liberty.
 - Three applications were received from students for the Susie Parker scholarship. More applications are expected by the deadline of April 2.
 - Library calendar of events for April 2025 was reviewed.

TRUSTEES March 20, 2025 meeting continued

- The Director showed the Trustees the shadow box with Rita Book from Mrs. Nancy. The shadow book will be displayed in the children's area.
- The Director showed the heart shaped sayings from patrons for Love my Library month.
- A new program for patrons coming in April for patrons–Knits & Natter.

The next regular Board meeting will be held on Thursday, April 17, 2025 at 4:00 pm at the Knowlton Library in the Barnwell Board Room. There being no other business, upon motion by Mr. Tucci, seconded by Mr. Fansler the meeting was adjourned at 4:55 P.M.

Sharon Halter, President

Judith Goodrich, Secretary