

The Upper Sandusky Community Library Board of Trustees convened on Thursday, August 8, at 12:00 p.m. in the Library Board Room with the following members present: Ms. Ann Kemerley, Ms. Amy Aldridge-Ritchey, Mr. Ben Buckland, Mr. Todd Leightey, and Mr. Brian Kimmel. Ms. Jenny Romich and Ms. Dianne Grafmiller were absent. Director Kathleen Whitt, Deputy Fiscal Officer Patti Davidson, Chris Daris of Edward Jones, and Brian Hemminger of the *Daily Chief-Union* were also present. Ms. Kemerley presided.

Ms. Kemerley asked for public comments. Hearing none, Ms. Kemerley asked if there were corrections or additions to the minutes of the July meeting; hearing none, she declared that the minutes stand as distributed.

Next on the agenda was a motion to ratify the payment of the bills. Ms. Kemerley asked if there were any questions about the bills. Hearing none, in a roll call vote, all present approved the bills.

Under old business, Mr. Chris Daris of Edward Jones gave a presentation about the different ways the library's funds can be invested with Edward Jones, and how the library can get the best rates for its investments. He said that money can be invested in Certificates of Deposit in increments of \$1,000. The library currently holds two CDs with Edward Jones. Funds less than \$1,000 can be held either in a "cash" fund or a money market fund. Cash funds earn 1% interest, while money market funds are currently at 4.68%. The library currently has \$888.04 in cash with Edward Jones. Mr. Daris said interest rates on CDs can change very quickly, depending on what various banks may make available at a given time. We should call his office to learn the most current rates available. He also said that Edward Jones does not make money on certificates of deposit, but make the service available to clients, who may also take advantage of their other investment services. After his presentation, Mr. Daris left the meeting.

The motion was then made and seconded to move the "cash" funds held with Edward Jones to a money market fund. In a roll call vote, all present approved the motion.

The next item on the agenda was follow-up on the matter of the cleaning service. Ms. Whitt said she had met with Lena Mawer to discuss Lena's Cleaning's service to the library. They compared the list of services offered by Stratus Building Solutions in their quote, and learned that the services are equivalent. Lena routinely monitors the work done by her staff. She values her relationship with the library, as do the library staff with Lena and her crew. The board agreed that this relationship is very important, and there is no reason to seek another service, since the services received are very satisfactory.

Under new business, Ms. Whitt submitted the annual Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor. The motion to adopt the Resolution was moved and seconded; in a roll call vote, all present approved the motion.

The next topic of discussion was the report for the Agreed-Upon Procedures audit for the years 2022-2023. There were no findings or exceptions. Ms. Whitt thanked Ms. Davidson for her contributions to this successful result. The Board had no questions about the report.

The next item on the agenda was the question of purging old patron fines and fees. Ms. Whitt said SEO had given her a report showing that there were unpaid fees in the system dating back to the year 2000. While it is possible a few might be paid in the future, it is unlikely that many will be. Having these bills in the system prevents inactive patrons owing these fees from being purged. Ms. Whitt suggested that fees from 2014 and earlier be purged, allowing inactive patrons to be removed from the database. The motion was made and seconded to have SEO purge patron fines and fees dating from 2014 and before. In a roll call vote, all present approved the motion.

The last item on the agenda was consideration of quotes from three plumbing companies to install a condensate pump in the elevator shaft to allow removal of the excess water which has been an issue for years. This should resolve the problem, eliminating the need to remove buckets of water manually. The motion was made and seconded to accept the lowest quote, from All-Star Plumbing. In a roll call vote, all present approved the motion.

In the Director's Report, Ms. Whitt reported that:

1. We have had a little change in staffing in July. The 23rd was Hailey Rossel's last day with us, and the first day for Janet Dewolf. Janet was referred to us by Job and Family Services' CCMEP program, to work up to 15 hours a week. We are pleased to have Janet with us.
2. This year's summer reading program was titled "Adventure Begins at Your Library." The official kickoff was June 1, and final prize drawings were held on August 1. Elementary school children completed Bingo cards of library-related activities, teens and tweens earned scratch-off tickets to win prizes. We had 24 Wee Read kids registered this year, 705 elementary school aged kids, and 242 tweens and teens. One hundred registered adults completed lists of their reads on special bookmarks, with 270 of these submitted. Prizes included games and toys for the kids and a local adventure package, Shawshank Redemption adventure package, and Kindle Fire for adults. We will keep giving small prizes for kids' reading until school starts.
3. About 550 people attended programs and events held during the Summer Reading Program, including movie matinees for children, interactive movie showings of *The Wizard of Oz* and *Jumanji*, Mr. Molecule's Outer Space Adventures Science Show, Angie Ford's Adventures with Birds and Wildlife, a paint party with Miss Lisa, pet Show and Tell, the Amazing Library Race adventure, 100 Book Club recognition reception, Brandon Weis's American Trail Adventures presentation, and a BBQ and picnic featuring Jevon Cheney, who shared tips on grilling and smoking meat.
4. The Friends of the Library's annual book sale will take place on August 15-17, with a presale for FOL members on August 14. This year, instead of set prices, the Friends will accept donations for attendees' selections.
5. Now we are looking forward to the start of a new school year. Story times with Miss Jill will resume the day after Labor Day. We'll have a back-to-school cook out on August 21, followed by the first That Thursday Thing for all school-aged kids on the next day. We are also planning a new after school hangout for teens and tweens each Wednesday, a book club for middle school students on Mondays, and a quarterly page-to-screen reading club for high school students.
6. This year's Budget Commission meeting will be held on Wednesday, August 28, at 10:00-12:00 at First Citizens National Bank. Each library may bring two presenters, but this is a public meeting, so other interested persons are welcome. I encourage our board members to come and support the library as they are able.
7. Memorial/Honor/Donations:

<u>In memory of:</u>	<u>Donor(s):</u>
Allen Newell	Ron Gottfried and Ann Kemerley
	Vicki and Steve Washburn
Cindy Bucher	Schoenberger Family

There were no items under Items Not on the Agenda.

Ms. Kemerley asked whether there were any additional items for discussion. Hearing none, the motion was made and seconded to adjourn; the meeting was adjourned at 12:47 p.m.

President

Secretary