

Perry Cook Library
Board of Trustees
August 9, 2022
Regular Monthly Meeting

At 6:55 p.m. Ms. Roush called the meeting to order. In attendance were Director, Patricia Dollisch, incoming Director Jennifer Gliebe, Fiscal Officer Kile Byington, incoming Fiscal Officer Nicole Myers, Board President, Mary Roush, Board Vice President, David Oates, Board Secretary, Mary Jobe and Board members Paul Sipes, Julie Rhea, Michelle Fidler, and Anna Fraizer.

Paul made a motion to accept the 7/12/22 minutes, Julie Rhea seconded, all agreed, motion carried.

Julie Rhea made a motion to accept the special meeting minutes from 7/19/22, Michelle Fidler seconded, all agreed, motion carried.

Mary Jobe made a motion to accept the 7/26/22 special meeting minutes, seconded by Michelle Fidler, all agreed, motion carried.

Directors Report

Julie Rhea asked about the panic buttons that we discussed last meeting and Patricia Dollisch stated that they are ordered but they are not here yet. She explained that she thinks that this is something that the employees will wear around their necks and have the ability to push a button in case of an emergency.

Julie Rhea asked about the 8/13/22 block party and Patricia Dollisch indicated that Jen and Cheryl will be attending and they will be taking the button maker that the children can use to create their own buttons and we have a bubble machine.

Julie Rhea asked if the library will be attending the county fair and Patricia Dollisch indicated that she is unsure, this is something that will need to be up to the incoming director. If we do participate, we will partner with the other libraries in the county for this. Patricia Dollisch did get a spreadsheet from Martha, director of the Selover library with a schedule.

Mary Roush thanked Patricia Dollisch for working on the grants. Patricia Dollisch indicated that they are all sent out. Patricia Dollisch will have the LSTA summer reading grant and she will go over it tomorrow. She will do the narrative for the ARPA grant but we will have to wait until the rest of the stuff comes in, and Jen will begin working on this.

Paul Sipes asked about the digitization project and what it will include. Patricia Dollisch indicated that there are photos, scrapbooks and other materials throughout the library that need to be put into digital form for ease of access. Janelle is now working on this project. It will cost about \$1500 for the subscription for the digitization. Janelle is going to finish digitizing the rest of the materials that we have. Once all of that is done, we may be able to digitize the year books depending on the copyrights. Patricia Dollisch is proud that she has been able to be a part of this process as she feels that local history is so important.

Brian has been in to get a few touch up things done, he still needs to get to the back door.

Mary Roush welcomed Jennifer in as the new Library Director and Nicole as the new Fiscal Officer.

Fiscal Officer's report

July closed with no issues.

Kile has looked at the BWC website to see if the underreporting of the financials has been posted and it has not but she will continue to follow up on this.

Kile Byington reached out to Morrow County Auditor Patricia Davies and she confirmed that she has received the tax budget and that it was fine - there are no issues with it.

She doesn't have a bill sheet for August because she has not issued any payments yet. Mary Roush asked about a charge for a costume and Patricia Dollisch indicated that it is for a "Biscuit" costume for an event.

Julie Rhea asked about OR Colan & Associates line item and Patricia Dollisch indicated that this is the payment for the appraisal for the corner lot.

David Oates asked about the BWC issue. Kile Byington indicated that based for all 1099s that we gave out, their wages should have been under BWC wages. Because two of the employees are considered spot labor, we are responsible for taking care of their injuries. Mary Roush asked if we face repercussions because we under reported. Kile Byington stated that they did not classify the 1099 workers as employees. Paul Sipes asked Kile Byington if she knows what the amount of the under report was and Kile Byington indicated that it was \$11,000. David Oates stated that the BWC may want to set up a different rate for those employees.

Old Business

The contracts for the purchase of the property at 7386 Co. Rd. 242 are signed and delivered to Chicago Title; Mary Roush should be getting a call for the closing date. There will then be a meeting at the library for the contracts to be signed. The tenant will be given 30 days to vacate the premises.


Regarding the corner lot at Co Rd 242 and SR 314 adjacent to the PCML building, Tom Smith sent an email from the engineer's office where it was written that the property was transferred to municipal property. He is working with the engineer and said that he will try to have it settled by 8/12/22. He needs the parcel # from the engineer's office. He will work with the township trustees on this. The engineer stated that it was deeded to the municipality of Johnsville.

Black Cat sent an estimate for repaving for \$3,998.25. Michelle Fidler made a motion to accept the quote for Black Cat and to hire them for the job, Julie Rhea seconded, all agreed, motion passed.

Jimmy Odson at Apex fire service is assisting with the Fire alarm system project, which is on hold; Patricia Dollisch is still working to get a quote from vendors. Jen will take this project over.

Julie Rhea made a motion to accept the small donations for June and July of \$55.30 and \$20.85; Paul Sipes seconded the motion, all agreed, motion carried.

Mary Roush presented Patricia Dollisch with a gift as a token of the board's appreciation of her service. She thanked everyone for the kind gifts.


Mary Roush, President


Mary Jobe, Secretary