

Perry Cook Memorial Library  
Board of Trustees  
May 14, 2024  
Regular Monthly Meeting

1. Call to Order

Mary Roush called the meeting to order at 7:01 pm. Roll call was taken and present were Mary Jobe, vice president, Annie Fraizer, secretary, and board members Michelle Fidler, Paul Sipes, and Travis Dean. Julie Rhea, board member, and Nicole Myers, fiscal officer were absent. Jennifer Gliebe, director, was present.

2. Minutes

2.1 Regular April 9, 2024

Time was provided for those present to review the April 2024 minutes. Michelle made a motion to accept the minutes, Travis seconded. All voted in favor.

3. Director's Report

Time was provided to review the report. Highlights discussed included as follows:

Johnny Troyer finished the shed except painting. Expenses are coming that are not on the report due to the busy time of year.

SRP graphics for this year were designed by staff member Jane. Each week is a habitat and each kid will get a passport for the habitats.

ES Consulting (new IT support) has been busy starting their support. Nicole was having issues due to a VPN issue but this has been resolved. There were also phone issues but they are resolved now.

Staff member Jane retires tomorrow. There is a part time position available still not filled. Staff member Christine needs to cut back on hours. Jack Sears is coming back this summer to help index the digitization project.

Morrow County health dept contacted Jen about partnering with us for the garden. They offered to pay for things. Funds are being requested for wheelchair accessible raised bed and raised beds that are kid-sized.

The board maintenance committee went through the building to identify priorities. Jen asked Brian what he could take on from the list. Otherwise Jen is contacting contractors to get estimates. Air vents in the building were noted to be open that needed to be closed. These were fixed by Standard Heating. BP Electric fixed fan noise in patron bathroom that was scaring the kids at story time. Brian removed posts and fencing at the new lot. Still yet to be completed is insulating the children's room and taking care of steps that are rusting. Brian is working on power washing front awning so we can get new lettering hung. Jen sewed part of the current flag as a quick repair. The south ramp concrete is not level which is causing issues getting book carts up. There are some ramp handrails that need to be sanded and repainted. Consideration given to getting additional storage closets for the community room. The board discussed making a gazebo outside. The board also discussed the desire to put handicapped button for automatic opening at the front of the building.

4. Fiscal Officer's Report

4.1 Monthly Reconciliation

Highlights of discussion included an insurance policy premium that has changed/increased.

Travis motioned to approve and pay the bills, Mary Jobe seconded. All in attendance voted in favor.

5. Old Business

Jen will reach out to Ken Osbun again about doing the survey.

6. New Business

The board discussed the possibility of doing a digital sign on the corner.

7. Consent Resolutions

7.1 Small Donations Taken at Register (\$40.95).

Mary Jobe motioned to accept donations, Michelle seconded. All in attendance voted in favor.

8. Adjournment

Paul motioned to approve, Travis seconded. All in attendance voted in favor. Meeting adjourned at 8:26 pm.

  
Mary Roush, President

  
Annie Fraizer, Secretary