

RECORD OF PROCEEDINGS

Minutes of The Board of Trustees of the Newcomerstown Public Library, October 8, 2019

Meeting Held: Tuesday, October 8, 2019

The Board of Trustees of the Newcomerstown Public Library met in regular session on Tuesday, October 8, 2019 at 6:00pm at the Library Annex Building. The meeting was called to order by Board President, Jim Russell, with the roll call of members. Members in attendance were: Jim Russell, Janet Addy, Sandalynn Henry, Bryan Davis and Shirley Hayes. Members Dan Styer , and Rita Lahmers were not in attendance. Staff members in attendance were: Director, Cody Addy and Fiscal Officer, Karen Morrison. Sandalynn Henry will be taking minutes for Dan Styer.

MINUTES:

Board President, Jim Russell, called for the reading of the minutes of the September 10, 2019 regular meeting. A motion was made by Janet Addy and seconded by Shirley Hayes to accept the Minutes of the regular meeting. Hearing no objections, the Minutes for the regular meeting were approved.

FISCAL OFFICER'S REPORT;

Fiscal Officer, Karen Morrison, prepared for the Trustees, the Financial Report, for September 30, 2019, of the Library funds and the bills totaling \$38,770.56. There were gifts totaling \$197 for the month of September.

The Fund Status for September 30, 2019 was as follows:

		INVESTMENTS CHECKING &			
FUND	FUND DESCRIPTION	% TOTAL POOLED	FUND BALANCE	NON-POOLED BALANCE	POOLED INVEST. BALANCE
1000	General	97.083%	\$333,842.32	\$ 0.00	\$333,842.32
4001	Capitla Projects	<u>2.917%</u>	<u>\$10,030.68</u>	<u>\$ 0.00</u>	<u>\$ 10,030.68</u>
ALL FUNDS TOTAL			\$343,873.00	\$ 0.00	\$343,873.00
Pooled Investment			\$10,030.11		
Less Secondary Balance				0.00	
Available Primary Checking Balance			\$333,842.89		

A motion was made by Bryan Davis and seconded by Janet Addy to accept the Fiscal Officers report and pay the bills totaling \$38,770.56 and accept the gifts or \$197. Upon roll call, the vote was: Sandalynn Henry, Yes; Janet Addy, Yes; Bryan Davis, Yes; Shirley Hayes, Yes; and Jim Russell, Yes. All voting "yes", the motion carried.

LIBRARIAN'S REPORT:

Director, Cody Addy, supplied a written circulation report for September 2019 showing a circulation of 10,132. That was up 1,132 over 2018. The visitor count was down but circulation was high. Usage of the Hotspots was down because of issues with batteries and 4 were replaced late in the month.

COMMUNICATIONS AND COMMITTEE REPORTS:

Director, Cody Addy gave the following information to the Board.

- a. Cody has been in contact with SEO about the issue of Vintage games. He expects to hear something after the 15th.
- b. 125 patrons were fed walking tacos during Patron Appreciation Day.
- c. Toys for Local Tots Toy Ride was held with 10 participants. There will be a discussion at the Chamber meeting about possibly changing the month of the event.
- d. All Pumpkin Cook-Off will be October 18th.
- e. Annual Halloween Party will be October 21st from 12-4. This year it is an Infestation Party.
- f. Escape room activities will be October 22, 23, and 24 from 3:30 to 6 PM. A half hour is allotted per group.
- g. Business and community Trick or Treat will be October 26th from 2:30 to 6:00. There will be a community parade and businesses can participate by passing out candy in the library parking lot. This event is in conjunction with the Chamber.

OLD BUSINESS

Tango and Gatti did a walk through of the Annex with Cody and discussed the work that was needed to be done. The price has dropped significantly. Work should begin in November. Total amount of grants awarded for the project is \$12,5000.

NEW BUSINESS

There was no new business to come before the board.

A motion was made by Shirley Hayes and seconded by Bryan Davis to adjourn at 6:32PM.

ADJOURNMENT: Tuesday, October 8, 2019 at 6:32 p. m.

SUBMITTED BY:

Sandalynn Henry

Jim Russell Board President