

RECORD OF PROCEEDINGS

Minutes of The Board of Trustees of the Newcomerstown Public Library November 10, 2020 Meeting
 Held: Tuesday, November 10, 2020

The Board of Trustees of the Newcomerstown Public Library met in regular session on Tuesday, November 10, 2020 at 4:00 p.m. 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, Rita Lahmers, Bryan Davis, Daniel Styer, Shirley Hayes and Sandalynn Henry. Janet Addy was not in attendance. Staff members in attendance were: Director, Cody Addy and Fiscal Officer, Karen Morrison.

MINUTES:

Board President, Jim Russell, called for the reading of the minutes of the October 13, 2020 regular meeting. A motion was made by Sandalynn Henry 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, date ending October 31, 2020, of the Library funds and the bills totaling \$35,050.20. There were no gifts for the month of October 2020.

The Funds Status for August 31, 2020 was as follows:

FUND#	FUND DESCRIPTION	% TOTAL POOLED	FUND BALANCE	INVESTMENTS NON-POOLED BALANCE	CHECKING & POOLED INVEST. BALANCE
1000	General	82.109%	\$276,893.68	\$ 0.00	\$276,893.68
2801	Caronavirus Relief Fund	0.084%	\$ 282.57	\$ 0.00	\$ 282.57
4001	Capital Projects	17.807%	\$ 60,050.34	0.00	\$ 60,050.34
	ALL FUNDS TOTAL		\$337,226.59	\$ 0.00	\$337,226.59

A motion was made by Bryan Davis and seconded by Shirley Hayes to accept the Financial Statement and pay the bills in the amount of \$35,050.20. Upon roll call, the vote was: Jim Russell, Yes; Sandalynn Henry, Yes; Rita Lahmers, Yes; Bryan Davis, Yes; Shirley Hayes, Yes; and Daniel Styer, Yes. All voting, "Yes", the motion carried.

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FISCAL OFFICER'S REPORT: Continued

RES. 22-20 A motion was made by Rita Lahmers and seconded by Sandalynn Henry to accept the first round of the Library's share of the Newcomerstown coronavirus relief grant (\$2,500.00) for utility expenses. After discussion a roll call vote was taken resulting in the following votes: Jim Russell, Yes; Sandalynn Henry, Yes; Rita Lahmers, Yes; Bryan Davis, Yes; Shirley Hayes, Yes; and Daniel Styer, Yes. All voting, "Yes", the motion carried.

LIBRARIAN'S REPORT:

Director, Cody Addy, supplied a written circulation report for October 2020 showing:

- a. Curbside Usage:
 - Month of October (30);
- b. Patron Count: October 2020 (1024), September 2020 (909);
- c. Halloween Programs: Story Walk: 106; Pumpkins: 423 Votes;
- c. Home Location: October 2020 (5,943), September 2020 (5,752);
- d. Other Locations: October 2020 (2,040), September 2020 (2,177);
- e. Difference: October 2020 7,983 – September 2020 7,929 = Total +54;
- f. Hotspot Circulation: 1,955.9081 GBs.

COMMUNICATIONS AND COMMITTEE REPORTS:

Cody Addy gave the following information to the Board concerning the following topics:

- a. Grants:
 - Received: Village of NCT Business Relief Grant \$2,500.00;
 - Waiting on response: Village of NCT Business Relief Grant, 2nd Round \$2,500.00;
 - Waiting on response: Foundation for Appalachian Ohio; Investing in Youth Resiliency.
- b. Christmas Light Show for NCT:
 - Seeking to offer an animated light display at library (annually?) and business light displays in connection to the Chamber.
 - Intent is to offer this for the community since in person programs do not seem possible for the rest of the year.

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OLD BUSINESS:

- a. Levy: Passed at 73.05%.
- b. The Trustees wants to thank everyone that did work on the Levy.

NEW BUSINESS:

At 4:20 p.m., Rita Lahmers made a motion to go into executive session to discuss the personnel matters. Bryan Davis Henry seconded the motion. The vote was as follows: Jim Russell, Yes; Rita Lahmers, Yes; Sandalynn Henry, Yes; Bryan Davis, Yes; Shirley Hayes, Yes; and Daniel Styer, Yes. All voting, "Yes", the motion carried.

At 4:45 p.m., Shirley Hayes made a motion to come out of executive session. Sandalynn Henry seconded the motion. The vote was as follows: Jim Russell, Yes; Rita Lahmers, Yes; Sandalynn Henry, Yes; Bryan Davis, Yes; Shirley Hayes, Yes; and Daniel Styer, Yes. All voting, "Yes", the motion carried.

OTHER

- a. The next regular Trustee meeting will be set for December 8, 2020 at 4:00 p.m. and the organizational Trustee meeting will be set for December 29th at 4:00 p.m.

Having no other business to come before the board a motion was made by Sandalynn Henry and seconded by Bryan Davis, to adjourn at 4:53 p.m.

ADJOURNMENT: Tuesday, November 10, 2020 AT 4:53 P.M.

SUBMITTED BY:

Daniel M. Styer- Secretary

Jim Russell – Board President

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