

**ADA PUBLIC LIBRARY BOARD OF TRUSTEES
December 18, 2023 – 9:21 A.M.**

The Ada Public Library Board of Trustees met in regular session on Monday, December 18, 2023 at 9:21 a.m.

Roll Call: Bethany Spieth, present; Ann Donnelly Hamilton, present; Jenny Gargac, present; Brandon Fauber present; Robert Alexander, absent.; Melanie Weaver, absent; Aaron Morford, absent.

The minutes of the November 20, 2023 Regular Meeting was approved by the Board.

FISCAL OFFICER REPORTS:

- A. The Fiscal Officer presented the Financial Report which includes a Receipts report, Payment Report, Income Statement, and Bank Reconciliation (see attachment A).
- B. Additionally, the Fiscal Offer reported that the 2023 PLF revenue was 3.37% higher than estimated by ODT and 1.55% higher than 2022.

After discussion Bethany Spieth moved, seconded by Brandon Fauber to accept the fiscal officer's reports. Roll call: All yea. Motion carried.

CORRESPONDENCE:

The Director reported that a patron had presented each staff member with a Thank You card.

DIRECTOR'S REPORT: (see attachment B)

The Board held a discussion about donations and naming rights. Bethany asked the Director to create a donation policy and include naming rights procedures in the policy.

The Board asked the Fiscal Officer and the Director to prepare a chart including employees names, hourly rates and job descriptions.

NEW BUSINESS:

STAFF BONUS NET \$125 BONUS:

Bethany Spieth moved and Jenny Gargac seconded to approve a one-time \$125 net bonus to each library employee in recognition the staffs' hardwork and dedication in dealing with the challenges of the year. Roll call: All yea. Motion Carried.

2024 STAFF WAGES: tabled until January Board meeting.

BOARD CONTRIBUTIONS TO SALARIED EMPLOYEES' H S A ACCOUNTS. After discussion a motion was made by Bethany Spieth and seconded by Ann Donnelly Hamilton to approve \$1,500.00 contributions to Rhett Grant's H S A accounts to offset the cost of the high deductible health insurance plans. Roll call: All yea. Motion Carried.

2024 TEMPORARY APPROPRIATIONS RESOLUTION:

Jenny Gargac moved to adopt the following Resolution:

WHEREAS a permanent Appropriations Resolution is not required to be filed until April 1, and, WHEREAS Section 5705.38 of the Ohio Revised Code provides that a temporary appropriations measure may be used until the Permanent Appropriations Resolution can be filed, Now therefore, be it

RESOLVED that the Ada Public Library Board of Trustees adopted a Temporary Appropriation Resolution for 2024 funds as the following:

GENERAL FUND

Salaries	185,000
Benefits	65,000
Purchased Services	60,000
Library Materials	50,000
Supplies	7,000
Capital Outlay	5,000
TOTAL	<u>372,000</u>

A. STAMBAUGH TRUST FUND

Library Materials	5,000
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A. STAMBAUGH YOUTH FUND

Purchased Services	2,000
Supplies	5,000
TOTAL	<u>7,000</u>

MEMORIAL FUND

Library Materials	2,500
Capital Outlay	2,000
TOTAL	<u>4,500</u>

GUIDING OHIO ONLINE FUND

Purchased Services	30,000
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STAMBAUGH GRAVE FUND

Supplies	100
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Brandon Fauber seconded the motion to adopt this Resolution. Roll call: All yea. Motion carried.

BOARD COMMENT. None.

PUBLIC COMMENT. None.

At 10:11 a.m., Bethany Spieth, declared the meeting adjourned.



President



Secretary