

ADA PUBLIC LIBRARY BOARD OF TRUSTEES

February 18, 2025 – 8:07 A.M.

The Ada Public Library Board of Trustees met in regular session on Tuesday, February 18, 2025 at 8:07 a.m.

Roll Call: Bethany Spieth, absent; Ann Donnelly Hamilton, present; Jenny Gargac, present; Brandon Fauber absent; Robert Alexander, present; Melanie Weaver, present; Aaron Morford, absent. Ann Donnelly Hamilton will act as President in Brandon's absence.

The minutes of the January 28, 2025 regular meeting were presented. Jenny Gargac moved, seconded by Melanie Weaver to accept the regular meeting minutes. Roll call: All yea. Motion carried.

At 8:10am, Bethany Spieth arrived

FISCAL OFFICER REPORTS:

- A. The Fiscal Officer presented the January 2025 Financial Report which includes a Receipts report, Payment Report, Income Statement, and Bank Reconciliation (see attachment A).

After discussion, Melanie Weaver moved, seconded by Jenny Gargac to accept the fiscal officer's reports. Roll call: All yea. Motion carried.

- B. The Fiscal Officer presented the Permanent Appropriations for the 2025 year. (see attached Resolution)

After discussion, Melanie Weaver moved, seconded by Rob Alexander to accept the Permanent Appropriations for the 2025 year. Roll call: All yea. Motion carried.

CORRESPONDENCE: None noted

DIRECTOR'S REPORT: (see attachment B)

The Director thanked the Board for passing the Permanent Appropriation Resolution.

The Director reviewed the community outreach/programs and monthly updates. Discussion was held regarding

1. Book signings forthcoming
2. Ohio Northern Intern, duties and responsibilities
3. Social Media discussion and promotion for each event (for example, the Chocolate Bake Off). Ada Icon advertisement discussion
4. Classroom visits by the youth director, including handing out library calendars
5. Social Media calendar and possible software

RESOLUTION
(2025 Permanent Appropriations)

The Ada Public Library Board of Trustees met in regular session at 8:00 a.m. on Tuesday, February 18, 2025, at the Ada Public Library in Ada, Ohio, with the following members

present: *Ann Donnelly Hamilton, Jenny Gargac, Rob Alexander,*
Melanie Weaver

Melanie Weaver moved to adopt the following Resolution:

WHEREAS Section 5705.38 of the Ohio Revised Code requires that a permanent appropriations resolution must be adopted by April 1 of each year, and,

WHEREAS the total amount appropriated must not exceed the amount authorized by the County Auditor in the Amended Certificate of Estimated Resources. Now, therefore, be it

RESOLVED that the Ada Public Library Board of Trustees adopted a 2025 Permanent Appropriations including 12/31/2024 reserve for encumbrance as the following:

GENERAL FUND

Library Service

Public Service and Programs

Salary	120,000
Employee Fringe Benefits	18,540
Purchased and Contract Service	20,000
Supplies	3,500
Total Public Service and Programs	<u>162,040</u>

Collection Development and Programs

Salary	53,000
Employee Fringe Benefits	8,189
Purchased and Contract Service	250
Library Materials and Information	79,500
Supplies	2,500
Capital Outlay	5,000

Total Collection Development and Programs	<u>148,439</u>
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Total Library Service	<u>310,479</u>
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Support Service

Facilities Operation and Maintenance

Purchased and Contract Service	94,700
Supplies	2,500
Total Facilities Operation and Maintenance	<u>97,200</u>

RESOLUTION
(2025 Permanent Appropriations)

GENERAL FUND

Support Service

Information Services

Purchased and Contract Service	4,000
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Total Information Services	<u>4,000</u>
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Business Administration

Salary	52,000
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Employee Fringe Benefits	25,534
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Purchased and Contract Service	21,400
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Supplies	5,000
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Other	3,000
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Capital Outlay	5,000
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Total Business Administration	<u>111,934</u>
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Total Support Service	<u>213,134</u>
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Capital Outlay	5,000
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Other Financing Uses	0
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TOTAL GENERAL FUND	<u><u>528,613</u></u>
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SPECIAL REVENUE FUNDS:

A. STAMBAUGH TRUST FUND

Library Service

Public Service and Programs

Purchased and Contract Service	3,000
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Supplies	10,000
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Total Public Service and Programs	<u>13,000</u>
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Collection Development and Programs

Library Materials and Information	10,000
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Total Collection Development and Programs	<u>10,000</u>
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Total Library Service	<u>23,000</u>
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TOTAL A. STAMBAUGH TRUST FUND	<u><u>23,000</u></u>
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A. STAMBAUGH YOUTH FUND

Library Service

Public Service and Programs

Purchased and Contract Service	4,000
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Supplies	4,000
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Total Public Service and Programs	<u>8,000</u>
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Total Library Service	<u>8,000</u>
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TOTAL A. STAMBAUGH YOUTH FUND	<u><u>8,000</u></u>
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RESOLUTION
(2025 Permanent Appropriations)

GUIDING OHIO ONLINE FUND

Library Service

Public Service and Programs

Purchased and Contract Service	34,000
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Total Public Service and Programs	34,000
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Total Library Service	34,000
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TOTAL GUIDING OHIO ONLINE FUND	34,000
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SPECIAL REVENUE FUNDS:

MEMORIAL FUND

Library Service

Capital Outlay

Capital Outlay	5,000
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Total Capital Outlay	5,000
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Collection Development and Programs

Library Materials and Information	5,000
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Total Collection Development and Programs	5,000
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Total Library Service	10,000
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TOTAL MEMORIAL FUND	10,000
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CAPITAL PROJECTS FUNDS:

HANDICAP ACCESSIBLE FUND

Capital Outlay

Capital Outlay

Capital Outlay	15,000
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Total Capital Outlay	15,000
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Total Capital Outlay	15,000
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TOTAL HANDICAP ACCESSIBLE FUND	15,000
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PERMANENT IMPROVEMENT FUND

Capital Outlay

Capital Outlay

Capital Outlay	15,000
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Total Capital Outlay	15,000
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Total Capital Outlay	15,000
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TOTAL PERMANENT IMPROVEMENT FUND	15,000
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RESOLUTION
(2025 Permanent Appropriations)

PERMANENT FUNDS:**LACEY MEMORIAL FUND**

Library Service

Collection Development and Programs

Library Materials and Information	1,000
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Total Collection Development and Programs	1,000
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Total Library Service	1,000
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TOTAL LACEY MEMORIAL FUND	1,000
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LEE & MILDRED HENNING LIBRARY MAINT FUND

Support Services

Facilities Operation and Maintenance

Purchased and Contract Service	5,000
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Total Facilities Operation and Maintenance	5,000
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Total Support Services	5,000
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TOTAL LEE & MILDRED HENNING LIBRARY MAINT FUND	5,000
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FIDUCIARY FUND:**STAMBAUGH GRAVE FUND****Distributions as Fiscal Agent**

Supplies	100
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Total Distributions as Fiscal Agent	100
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TOTAL STAMBAUGH GRAVE FUND	100
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TOTAL ALL FUNDS	639,713
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Rob Alexander seconded the motion to adopt this Resolution, and the vote resulted as follows:

Melanie Weaver, yes	
Rob Alexander, yes	
Bethany Spieth, absent	
Ann Donnelly Hamilton, yes	

Jenny Gargac, yes	
Brandon Fauber, absent	
Aaron Morford, absent	