

ADA PUBLIC LIBRARY BOARD OF TRUSTEES
December 21, 2020 – 9:21 A.M.

The Ada Public Library Board of Trustees met in regular session on Monday, December 21, 2020 at 9:21 a.m. via Google Meetings.

Roll Call: Erin Chrissobolis, present; Connie Fleming present; Steve Johnson, present; Jamie Wills, present; Noah Ristau, present; Bethany Spieth, present; Ann Donnelly Hamilton, present.

The minutes of the November 16, 2020 Regular Monthly Meeting were approved by the Board as previously distributed with corrections.

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. The Fiscal Officer also reported the following:
 - PLF revenue for December was \$18,323.39 from Hardin County and \$729.90 from Hancock County.
 - Total 2020 PLF revenue received was within 1% of the original estimate from the Ohio Department of Taxation.

After discussion, Connie Fleming moved, seconded by Noah Ristau to accept the fiscal officer's reports. Roll call: All yea. Motion carried.

CORRESPONDENCE: None.

DIRECTOR'S REPORT from Rhett Grant (see attachment B).

COMMITTEE REPORTS:

Steve Johnson – Chairperson—Building & Grounds. **Nothing to report.**

Connie Fleming – Chairperson—Audit/Finance/Investment. **She reported that the Finance Committee had met prior to this meeting to discuss the 2021 Temporary Appropriations.**

Jamie Wills – Chairperson – Publicity-Library Relations/Services (includes Employee Recognition). **Nothing to report.**

Rhett Grant & Nancy Stauffer – Chairpersons – Records Commission. **Nothing to report.**

Noah Ristau– Chairperson - Personnel Committee. **He reported that the Director and Fiscal Officer's evaluations will be sent out this week.**

NEW BUSINESS:

2020 APPROPRIATIONS MODIFICATION RESOLUTION. The Fiscal Officer presented a request to modify Coronavirus Relief Fund appropriations. Motion was made by Erin Chrissobolis and seconded by Connie Fleming to approve the Resolution modifying Coronavirus Relief Fund appropriations by increasing Supplies \$784.78 and decreasing Capital Outlay \$784.78. Roll call: All yea. Motion Carried.

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

2021 TEMPORARY APPROPRIATIONS RESOLUTION:

Erin Chrissobolis 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 2021 funds as the following:

GENERAL FUND

Salaries and Benefits	224,460
Purchased Services	84,408
Library Materials	60,000
Supplies	9,500
Capital Outlay	12,000
TOTAL	<u>390,368</u>

HISTORICAL PRESERVATION FUND

Library Materials	1,500
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A. STAMBAUGH TRUST FUND

Library Materials	9,000
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A. STAMBAUGH YOUTH FUND

Purchased Services	3,000
Supplies	<u>3,000</u>
TOTAL	6,000

MEMORIAL FUND

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

GUIDING OHIO ONLINE FUND

Purchased Services	33,000
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PERMANENT IMPROVEMENT FUND

Capital Outlay	2,500
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LEE & MILDRED HENNING LIBRARY MAINTENANCE FUND

Purchased Services	4,000
Supplies	4,000
TOTAL	<u>8,000</u>

STAMBAUGH GRAVE FUND

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

MATERNITY LEAVE. After discussion, a motion was made by Noah Ristau and seconded by Steve Johnson to approve Natalie Walton's request for maternity leave in accordance with Board policy. The beginning date is unknown at this time. Roll call: All yea. Motion Carried.

At 9:52 a.m., Bethany Spieth, declared the meeting adjourned.

Bethany Spieth
President

Jamie R Wills
Secretary