

Date: January 12, 2023

Present: Joey Nicosia, Jennifer Stell, Tanya Taylor, Lynnette Morrison, Keeley Kuperus, Debora Barry, Kimberly Russell, Andrea Windus, Sue Oberdorf, Chris Mizro, Wendy Beman

Absent:

**Call to Order by Joey Nicosia at 6:03 pm**

**Public Comment:** No public attendance.

**Secretary's Report:** Review of minutes.

Motion to approve Secretary's Report made by Kim, seconded by Sue and passed unanimously.

**Treasurer's Report:** Review of abstract and budget report.

- Motion to approve the budget report made by Deb, seconded by Andrea and passed unanimously.
- Motion to approve the abstract made by Keeley, seconded by Sue and passed unanimously.
- Going forward, on a rotating schedule board members will review checks at the meeting prior to the treasurer reviewing. The schedule is as follows:
  - January - Andrea
  - February - Kimberly
  - March - Deb
  - April - Chris
  - May - Keeley
  - June - Sue
  - July - Joey
  - August - Andrea
  - September - Kimberly
  - October - Deb
  - November - Chris
  - December - Keeley

**Director's Report:** Review of Director's Report.

- The vast majority of adult programs held at the NPL is free of charge, with this in mind the Bunco Party program will no longer be a fee to play.
- NPL was selected by the OWWL system to be granted the Aunt Flow feminine dispenser for the year free of charge. After the year it will cost the library \$280 annually.
- NPL will begin using all the tools/features the payroll company has to offer to make payroll easier beginning the month of January through the first weeks of February.

- Wendy Beman was awarded an OWWLie for receiving the most OWWLie nominations in the three years the award ceremony has been running. Congratulations to Wendy! She means a lot to the library and our community.

**Committee Reports:** No committee reports.

**Old Business:**

- Hoffman Foundation Lease.
  - Joey and Tanya attended the Hoffman Foundation board meeting to discuss the lease agreement. The current version of the lease agreement dates from October 31, 2021 and has not been signed by the Foundation. The Hoffman Clock Museum would like to remain in the NPL. Next steps are that Joey will engage with the Hoffman Advisory Board and/or their banking team to follow-up on getting the lease agreement signed. The rent that the Hoffman Clock Museum pays to the NPL is a significant part of the budget, so there is fiscal interest in ensuring a lease is agreed upon and signed.
- Radder Trust Funds
  - Ross Radder Trust bestowed a large sum of money to the NPL in 2011. It was decided at that time, that the funds would be spent on targeted projects (e.g. furniture, laptops, upgrades to software etc.) and a significant portion of it was saved in reserves. The remaining reserves from the Ross Radder Trust, as stipulated in the Trust, must not be used for payment of salaries or for office supplies or general operating expenses. At this point in time, the finance committee will meet to decide how much remaining from the Ross Radder Trust should be set aside to remain in reserves and other things it can be earmarked for.
  - Discussion about NPL parking ensued, of past ideas for parking and general complaints.

**New Business:**

- Motion made to approve revisions to the Library Clerk job description made by Kim, seconded by Chris and passed unanimously.
- Motion made to approve to hire probationary Carol D'Ambrosia, Library Clerk Part-Time, \$15.10, effective January 3, 2023 made by Chris, seconded by Sue and passed unanimously.
- Motion made to approve to hire probationary Jaymes L. Loveless, Library Clerk Part-Time, \$14.20, effective January 6, 2023 made by Chris, seconded by Sue and passed unanimously.
  - Jaymes was not hired off the county list and will be limited to 17hrs a week until he takes the exam/

- Motion made to approve the resignation of Deven McLaughlin, effective January 2, 2023 made by Kim, seconded by Deb and passed unanimously.
- Motion made to approve the resignation of Alisha Sager, effective January 25, 2023 made by Kim, seconded by Deb and passed unanimously.
  - The County will canvas the Library Clerk list, once we receive the eligible list we need to hire one more part-time clerk to cover Alisha's hours.
- Finance Committee will schedule a meeting of the week of January 23<sup>rd</sup> to discuss abovementioned old business and review the budget before the next board meeting.
- The board decided to plan to take sexual harassment training together and a trustee workshop at a future board meeting.

**Executive Session called 7:36pm to discuss personnel matters. Motion made to leave Executive Session at 7:10 made by Deb, seconded by Sue.**

- Motion made to retain a labor lawyer to discuss personnel made by Kim, seconded by Chris.

One final motion was made to adjourn the meeting at 8:12pm made by Deb, seconded by Kim.

Next Meeting: February 9, 2023

Submitted by Keeley Kuperus