

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on September 21, 2021.

1. Call to Order

Attendants to this meeting were Wes Petzinger, Rachel Cobb, Sam Taylor, Mark McMillen, Mimi Quiroz and Librarian Cyndi Clifton.

Trustee Petzinger called the meeting to order at 9:29 a.m., and Trustee Taylor second it.

2. Approval of minutes

Trustee Petzinger made the motion to approve the minutes from August 17, 2021 and trustee Cobb seconded. All voted aye.

3. Public Comment

There were no public comments.

4. Financial/Disbursements

The general operating account and the reconciliation detail, as well as the credit card reconciliation were revised. The Statement of Financial Income and Expense was presented and the checks and Reconciliation detail were examined. Everything looks good. Trustee Petzinger made the motion to approve the Financial Report, Trustee Taylor seconded. All voted aye.

5. Library Statistics

According to Library Statistics report, this month August 2021 is the highest month since COVID-19 in March 2020. Circulation has been higher, and they had 2,259 patrons that used all services of the Library. There were 26 programs held with 212 participants. Computer users augmented to 328. The website had 1213 visits. Check Ins/Outs and renewals totaled 4425. The meeting rooms are still open to public using Covid-19 protocol and are starting new programs for the fall.

6. Regional Librarian Report

This month's KDLA topic was "September is Library Card Sign-up" a program that has been held for 34 years to ensure each child has its own library card. Librarian Susan Hampton will attend the KYAC SVC on Sept 22 and 23rd, and Librarian Clifton will attend the KLAC annual conference on October 14-15 virtually.

7. Librarian's Report

Library Director Clifton reported that the Bookmobile is been confirmed and approved as a gift.

Congratulations to Mark McMillen for completing his training as an OC Library Trustee.

Librarian Clifton also informed the purchase of a three-year training program to teach employees about cyber security and invited the Board to participate in the training.

Librarian Clifton will also apply for a grant at Ohio Valley United Charities, from the same Charity, the library will get five free hotspots provided by Verizon for a year. These hotspots will be available to OCPL patrons. Rules need to be made for these devices.

8. Closed Session

Trustee Petzinger made a motion at 10:18 am to go into a Closed Session, trustee Cobb second the motion, all voted aye. No decisions were made. Closed Session ended at 10:42 am.

9. New Business

- a. Bookmobile: Judge Ellis received confirmation from Frankfort, that the Library can receive the vehicle. Trustee Taylor made the motion to accept the vehicle from the Owen County Fiscal Court and Trustee McMillen second it, all voted aye. There was also a motion made by Trustee Cobb to select the Library Director as the person to sign the documents necessary to transfer ownership from the Fiscal Court to the Library, Trustee Petzinger seconded it, all voted aye.
- b. The second business was Board Procedures: Librarian Clifton presented the existing board procedures that were last reviewed in 2012. The procedures were reviewed. One change was made to add the word "implementation" to a paragraph. The revised procedures were approved.
- c. The third item of business was Social Media Policy: Librarian Clifton presented a policy she drafted relating to the operation/management of the Library social media accounts. The policy was approved with no changes.
- d. The fourth item of business was Fine Free: The Board passed a resolution to no longer charge overdue fines on most books and certain library materials. The implementation of the resolution will be left to the Library Director.

Trustee Petzinger made the motion to adjourn at 10:56 am and trustee McMillen seconded. All voted aye.

The next schedule meeting will be October 19, 2021 at 9:30 am at the Owen County Public Library.

Respectfully,


Mimi Quiroz M.