

PWCPL BOARD MEETING
Wednesday, June 22, 2022
5:15 P.M.

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held on Wednesday, June 22, 2022 at 5:15 p.m. in the library boardroom. Board members present were Paul Miller (via Zoom), John Jackson, June Rhodes, Jennifer Carpenter, Cindy Lockney, Director Brain Raitz, Assistant Director Jeffrey Cottrell, and Williamstown Branch Manager Lisa Henthorn
- II. **Public Discussion** – None.
- III. **Presentation by Lisa Henthorn** - Lisa gave an update about her first full month as head of the Williamstown Library. She is getting acclimated to Williamstown and has attended several events including the high school graduation. She is reaching out to regular patrons learning their reading preferences so she can keep ahead of their requests. Mayor Jordan has stopped by to introduce himself. She wants to have the children’s summer program held inside the library. Other programs she’s looking to add include art class and knitting. Lisa spoke of the inadequate space and the need for a new library in the community. She needs more computer space to meet the increasing needs of students. She’s also had several recent situations that required a meeting room but was unable to provide referring them to the Emerson Library. The furniture and shelving are in desperate need of replacement.
- IV. **Minutes, Disbursements, Budget Analysis, Other Reports** – June Rhodes made and Jennifer Carpenter seconded a motion to accept minutes, disbursements, budget analysis, and other reports. Motion carried.
- V. **Old Business**
 - a) **Arboretum** – The pond is gone and fence repaired. Don Lindsey, Mayor Joyce’s homeless liaison, has been contacted about homeless camping in arboretum. Police have been patrolling the area and the situation seems to be under control.
 - b) **Williamstown Library** – Williamstown City Council met to discuss the removal of the old Williamstown Elementary School. Brian Raitz spoke with Mayor Jordan and City Councilman Marty Seufer to reaffirm the library’s commitment to build a new library by utilizing a portion of the newer building. The portable that housed two classrooms has been used as library storage. Mayor Jordan requested that items be moved all in to one room so a kennel can be placed in the vacated room. Brian Hall and Roy Wharton moved all the items. Traci Stotts (Pickering) told Brian that there is still \$2000 in account to utilize. They also have the blueprints from the gymnasium so specs are already available.
 - c) **Rediscover Your Library Campaign** – Postcards are coming in and as of June 6th, 235 patrons have updated their memberships. JR Donuts has extended the “free donut” promotional because they are closed for ten days for vacation. Brian is considering doing another postcard mailing depending on cost. Bookmobile was placed at the Multi-Cultural festival and had over 500 visitors.
 - d) **Capital Projects** – New furniture will be purchased for the Williamstown Library using money from the MOV Giving campaign and a grant from Westfield Insurance. The South Library will have their parking lot resealed and striped in the near future. The HVAC for the Emerson auditorium had to be replaced because the copper was stolen. Cost was \$10,000. Library insurance will be contacted to see if this is covered due to theft. Brian is looking at replacing the library van. Money from the Spartan Fund will be used for this purchase.

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- e) **Calendar for outside agencies** – June Rhodes had emailed the BOE but no one has contacted her to give her a spot on their agenda. She will continue to reach out to the BOE to give an update on library activities. Jennifer Carpenter has been reappointed to the library board by the Wood County Commission. She will be contacting them to speak on behalf of the library as well.
 - f) **Budget 2022 – 2023** – Paul Miller made a motion that we accept the proposed budget for the 2022-2023 fiscal year. John Jackson seconded. Motion carried.
 - g) **Excess Levy** – The plan is for the library board to vote on the excess levy submission in July. It will then be given to the County Commission in August to be placed on the ballot. Lisa Henthorn asked what she could do to help promote the levy when it appears on the November ballot. She said she has several people willing to write letters on behalf of the Williamstown Library. She is also willing to speak at various civic organizations in Williamstown.
- VI. New Business** – Slate of officers was selected for the PWCPL Board. June Rhodes made the motion that the following people John Jackson (president), Paul Miller (vice president / treasurer), and Cindy Lockney (secretary) serve the upcoming 2022-2023 term. John Jackson seconded. Motion carried.
- VII. Announcements** – No new announcements.
- VIII.** Next meeting to be held Wednesday, July 27, 2022, at 5:15 p.m., in the library boardroom at Emerson.

Respectfully submitted,

Cindy Lockney, Secretary