



PWCPL BOARD MEETING
Wednesday, March 27, 2024
5:15 P.M.

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held on Wednesday, March 27, 2024, in the Summers Auditorium. June Rhodes called the meeting to order. Board members present were June Rhodes, Jennifer Carpenter, Cindy Lockney, Sonya Ashby, Paul Miller, Director Brain Raitz and Assistant Director Jeffrey Cottrell.
- II. **Public Forum** – Must sign up before meeting. Limit to 10 people, 3 minutes. There were no guest speakers.
- III. **McKinley – Carter**- Drew Tardy gave an update on library financials.
- IV. **Minutes, Disbursements, Budget Analysis, Other Reports** – Sonya A. made and Jennifer C. seconded a motion to accept minutes, disbursements, budget analysis, and other reports. Motion carried.
- V. **Old Business**
 - a) **Arboretum** – Ben Shuman has volunteered to take photos of the seasonal changes in the arboretum to be posted on the library’s Facebook site.
 - b) **Williamstown Library**- Work has started on moving the electric from the old Williamstown Elementary to the newer section that will remain. Miss Edie, Friday story time lady, just celebrated her 80th birthday. There was a party in her honor.
 - c) **Capital Projects** -Replacement of the bookmobile needs to be addressed. Brian R. is looking into used buses. Earthworks has completed the repairs on the gravel lot of the South branch. A new library for Williamstown is still in the works.
 - d) **Calendar for outside agencies** – June R. is waiting for Ms. Willis to place her on the April agenda for one of the Wood County BOE meetings. Cindy L. spoke on behalf of the library, Tuesday, March 12th, at Parkersburg City Council meeting.
 - e) **Library By-Laws** – Sonya A. made a motion that we accept the by-laws as amended and Paul seconded. Motion carried unanimously.
 - f) **Library Board Appointment** –Brian will contact people who have shown an interest in serving on the board and refer them to the Wood County Commission.
 - g) **MOV Giving** – Scheduled on Tuesday, May 7, 2024.
- VI. **New Business**
 - a. **Personnel Policy** – Vacation policy being reviewed. Director will discuss with staff before the next meeting.
 - b. **Brian’s Vacation** - Jeffrey Cottrell will be present for the monthly board meeting to be held on Wednesday, May 22,2024, at 5:15 pm in the boardroom.
 - c. **June Pride Month** – Books for June will be placed on the new book display in the adult section.
- VII. **Announcements**
 - a. The evening custodian has been filled by Manpower.
 - b. Someone has been hired for evening reference.
 - c. Bookmobile is being repaired by Pifer’s.
 - d. June R. will represent the library for the Junior League of Parkersburg’s 100th anniversary on May 24th.
 - e. Next meeting will be held Wednesday, April 24, 2024, at 5:15 pm in the boardroom.

Respectfully submitted,

Cindy Lockney, Secretary