



PWCPL BOARD MEETING
Wednesday September 25, 2024
5:15 P.M.

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held on Wednesday, September 25, 2024, in the boardroom. June Rhodes called the meeting to order. Board members present were June Rhodes, Jennifer Carpenter, Sonya Ashby, and Richard Hayhurst. Director Brian Raitz was also in attendance. Cindy Lockney was absent.
- II. **Public Forum** – Must sign up before meeting. Limit to 10 people, each allotted 3 minutes to speak. There were no guest speakers.
- III. **Minutes, Disbursements, Budget Analysis, Other Reports** – Richard H. made a motion to accept minutes, disbursements, budget analysis, and other reports followed by a second from Jennifer C. Motion carried.

June asked if the PC's were installed at South, which they were. She also asked about the status on the state tax refund for fuel, and Greg is working on that and has the form. June also gave a review of the sustainability program with Carey's notes, which were passed out.
- IV. **Old Business**
 - a) **Arboretum** – The committee decided to put the edging on hold for the new bed until the spring. Sitting on the fence regarding the fence.
 - b) **Williamstown Library**- The old elementary school was coming down today. Pictures online. Brian gave a short recap of his interview with the N&S. He also reported that Pickering is ready to work on the design process after the MOU is finished with the City. Richard is willing to work on the MOU when the time comes. The Board discussed the current library property.
 - c) **Capital Projects** – A sample RFP was shared with the Board. Richard made a motion to authorize the Library to advertise for bookmobile bids with one addition to the RFP. Motion carried.
 - d) **Calendar for outside agencies –BOE/County Commission/City of Parkersburg** – No one scheduled at this time.
 - e) **Director Evaluation** – There was an Executive session before the meeting at 4:30pm to discuss this matter. The actual review will be done at the October meeting.
- V. **New Business** –
- VI. **Announcements**
 - a. WVLA Annual Fall Conference will be October 2-4th.
 - b. Next meeting will be held on Wednesday October 23, 2024 at 5:15 pm.

Respectfully submitted,

Cindy Lockney, Secretary