



PWCPL BOARD MEETING
Wednesday October 23, 2024
5:15 P.M.

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held on Wednesday, October 23, 2024, in the boardroom. June Rhodes called the meeting to order. Board members present were June Rhodes, Jennifer Carpenter, Cindy Lockney, and Richard Hayhurst. Sonya Ashby attended virtually on Teams. Director Brian Raitz and Jeffrey Cottrell were in attendance along with two guests.
- II. **Public Forum** – Must sign up before meeting. Limit to 10 people, each allotted 3 minutes to speak. Michal Ann L. gave a report on the Talking Books program.
- III. **Minutes, Disbursements, Budget Analysis, Other Reports** – Cindy L. made a motion to accept minutes, disbursements, budget analysis, and other reports followed by a second from Jennifer C. Richard H. made and Jennifer C. seconded a motion to edit the minutes to reflect the executive session before the regular meeting. Motion carried. Original motion with edited minutes carried.

June asked about fuel reimbursement. The Library has already received the first check.
- IV. **Old Business**
 - a) **Arboretum** – Discussed quotes from Black’s to take down oak close to shed, dead wood several other trees, and remove broken buckeye limb. The fountain will also be turned off before the winter.
 - b) **Bookmobile (Barnabus)** – Lisa H. distributed RFPs to vendors and libraries for purchase of a used/new bookmobile. Others will be mailed out soon. RFP open date is November 15th.
 - c) **Williamstown Library**- The Library Board was in agreement that Richard H. and Brian R. will begin discussions regarding a Inter-government agreement with the City of Williamstown. June may attend too.
 - d) **Capital Projects** – Williamstown and Barnabus
 - e) **Calendar for outside agencies –BOE/County Commission/City of Parkersburg** – No one scheduled at this time.
 - f) **Director Evaluation** – Sonya A. made and Jennifer C. seconded a motion to enter executive session for evaluation.
- V. **New Business** –
 - a) **Circulation policy** – Motion by Richard H. and second by Jennifer C. to accept the presented policy to allow board and video games to renew like DVDs. Motion carried.
 - b) **Board meetings** – June R. stated that a couple staff members wanted to know about attending the meeting if they are working at the time. Brian will make it clear to staff that he will make it possible for them to attend a meeting if they so wish (with request beforehand).
- VI. **Announcements**
 - a. Next meeting will be held on Wednesday December 4th, 2024 at 5:15 pm.

Respectfully submitted,

Cindy Lockney, Secretary