



PWCPL BOARD MEETING
Wednesday January 22, 2025
5:15 P.M.

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held Wednesday, January 22, 2025 in the boardroom. June Rhodes called the meeting to order. Board members present were June Rhodes, Jennifer Carpenter, Sonya Ashby, and Cindy Lockney. Richard Hayhurst was absent. Director Brian Raitz and Assistant Director Jeffrey Cottrell were also in attendance.
- 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** – Sonya A. made a motion to accept minutes, disbursements, budget analysis, and other reports followed by a second from Jennifer C. Motion carried. There was a line item for Genealogy under “Maintenance & Repairs”. An item stolen needed to be replaced. Brian R. noted that Greg had started handling Pleasants County payroll this month.
- IV. **Old Business**
 - a) **Arboretum** – Closed for the winter.
 - b) **Bookmobile (Barnabus)**: Four bids have been submitted to replace the bookmobile. Brian R. and Lisa H. will review each RFP as to what each will provide and be presented at the next board meeting.
 - c) **Williamstown Library**- Richard H. has prepared documents to govern the ownership and use of the library building of the old Williamstown Elementary School. The Board has reviewed. Brian R. will give said documents to the City of Williamstown attorney.
 - d) **Capital Projects** – The two capital projects are the Williamstown library and replacement of the bookmobile.
 - e) **Calendar for outside agencies –BOE/County Commission/City of Parkersburg** – Cindy L. will speak before City Council in March.
 - f) **Investment Discussion**: Motion was made by Jennifer C. to leave McKinley / Carter and move investment portfolio to Wes Banco. It was seconded by Sonya A. and motion carried. Brian R. will contact McKinley Carter, WesBanco, and United Bank with the board’s decision.
- V. **New Business**: Spartan Fund has given a grant in the amount of \$25,000. Money to be divided equally between adults and children for books. Motion made by June R. to adjust the library materials budget by reducing Adult Fiction from \$37,000 to \$32,250, raising Young Adult Fiction from \$3,200 to \$4,450, and raising Graphic Novels from \$5,500 to \$9,000. Motion seconded by Sonya A. Motion carried.
- VI. **Announcements**
 - a. Two part-time positions need to be filled. They are evening circulation and afternoon circulation.
 - b. Motion made by Cindy L. and Jennifer C. made a second to end the meeting.
Next meeting will be Wednesday February 26, 2025 at 5:15 pm.

Respectfully submitted,
Cindy Lockney, Secretary