



PWCPL BOARD MEETING
Wednesday February 26, 2025
5:15 P.M.

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held Wednesday, February 26, 2025 in the boardroom. June Rhodes called the meeting to order. Board members present were June Rhodes, Jennifer Carpenter, Sonya Ashby, and Cindy Lockney (virtual). Richard Hayhurst was absent. Director Brian Raitz was 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.

June wanted to know why repairs and maintenance was so high for Emerson and South. Brian said it was due to snow removal/salting. She also asked why electricity was so high for January. Brian would get back but suggested it may have been an error because a gas bill was entered incorrectly.

IV. Old Business

- a) **Arboretum** – Closed for the winter. Several members saw visitors enjoying the arboretum.
- b) **Bookmobile (Barnabus)**: Lisa H. and Brian R. went over bids and the preference of the drivers with design and delivery time. Sonya made and Jennifer seconded a motion for the Library to contract with TESCO if the design allows the final product to be within specifications of the bid (specifically weight limit). Motion carried.

There was a discussion about doing a naming campaign with fundraising attached.
- c) **Williamstown Library** - Waiting on document revisions from City of Williamstown.
- 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**: Jennifer made and Sonya seconded a motion to accept the investment policy for the library and arboretum as written with editing of percentages for arboretum to be 60% bond fund, 35% stock index, and 5% international with each having an allowed fluctuation up or down of 5%. Motion carried.

V. New Business:

- a) Fundraising and Grant writing offer – Ben Shuman presented several options on helping the Board design and implement a fundraising campaign for the Williamstown Library and possibly the Bookmobile. There were questions about the process. The Board decided to review and get back to Ben.
- b) Executive session started around 6:45pm by June. Session ended at 7:05pm

VI. Announcements - none

Next meeting will be Wednesday March 26, 2025 at 5:15 pm.

Respectfully submitted,
Cindy Lockney, Secretary