

## PWCPL BOARD MEETING

Wednesday April 2, 2025

5:15 P.M.

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held Wednesday, April 2, 2025 in the boardroom. Sonya Ashby called the meeting to order. The Board members present were Sonya Ashby, Cindy Lockney, Richard Hayhurst, and June Rhodes (virtual). Jennifer Carpenter was absent. Director Brian Raitz and guest Meryl Clark 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** – Cindy made a motion to accept minutes, disbursements, budget analysis, and other reports followed by a second from Richard. Motion carried.
- IV. **Old Business**
  - a) **Arboretum** – Water will be turned on soon.
  - b) **Bookmobile (Barnabus)**: Richard made a motion to sign order for the Matthews bookmobile with the awning and leveling jacks. June seconded the motion. Motion carried.  
  
There was a discussion about doing a naming campaign with fundraising attached.
  - c) **Williamstown Library** – Waiting on document revisions from the 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 after the city finishes their budget process.
  - f) **Fundraising** – Tabled until next meeting.
- V. **New Business:**
  - a) Give Local – Decided to do the following.
    - i. Raise goal amount from \$15,000 to \$25,000.
    - ii. Allow Meryl to access social media accounts 2 weeks before the event.
    - iii. See if JRs can do a free donut for those giving during a designated hour. Brian will contact JRs.
    - iv. Tabled T-Shirt idea for later fundraising towards Barnabus replacement.
  - b) Health Insurance – Richard made a motion to ratify the decision made via email and text by consensus to move from 100% coverage to a 90/10 split for full time staff. Cindy seconded the motion. Motion carried.
- VI. **Announcements -**
  - a) HOOPLA – Discussed rising costs from \$4,300 to \$5,400 per month and various ways to reduce costs. The Board gave Director permission to notify patrons that HOOPLA access would be restricted on July 1<sup>st</sup> to Wood County residents only, and to users to help on reducing usage that is unnecessary.
  - b) Bill Payments – During Brian's extended medical leave, the Board approved Jeffrey and June to help with confirming bill payments.

Next meeting will be Wednesday April 23, 2025 at 5:15 pm.

Respectfully submitted,



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Cindy Lockney, Secretary