



**PWCPL BOARD MEETING**  
**Wednesday April 30, 2025**  
**5:15 P.M.**

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held Wednesday, April 30, 2025 in the boardroom. June Rhodes called the meeting to order. Board members present were June Rhodes, Jennifer Carpenter, Sonya Ashby, Cindy Lockney, and Richard Hayhurst. Assistant Director Jeffrey Cottrell was present. Director Brian Raitz attended virtually.
- 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 Sonya A. Motion carried. June asked about the AC at the South Branch, which was repaired.
- IV. **Old Business**
  - a) **Arboretum** – Water has been turned on for the season. On Saturday, May 3, 2025 a service will be held in memory of Hazel Stewart, weather permitting, in the arboretum.
  - b) **Bookmobile:** Contract has been signed and ordered. Barnabus received second place in the Easter parade under the category of non-commercial.
  - c) **Williamstown Library**– Brian R. and Richard H. met with Marty Seufer and Blaire Hudson. They discussed the intergovernmental agreement. Following board discussion, Cindy L made a motion that we agree to the 50-year occupancy of the Williamstown Elementary School with the City of Williamstown instead of the outright ownership franchise. Jennifer seconded the motion, and the motion carried.
  - 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. reached out to Connie Shaffer (city clerk), Mayor Joyce and Council President, Mike Reynolds that her term will expire this year. Brian Raitz will attend the Wood County BOE on May 6<sup>th</sup> at Lubeck Elementary School.
  - f) **Fundraising:** Sonya A. made a motion to table the discussion with Ben S. until the next board meeting, Richard H. seconded the motion. Motion carried.
  - g) **Give Local MOV:** Emails have been sent to past contributors.
- V. **New Business**
  - a) Budget: Starting process pending BOE meeting on May 6<sup>th</sup>.
  - b) Staffing concerns. Brian R. and Jeffrey C. will present more information at the next board meeting along with some proposals on dealing with weekend rotation and hours of operation.
- VI. **Announcements**
  - a. The Little Library on Quincey Hill is waiting for replacement of the plexiglass window that is missing.
  - b. Next meeting will be Wednesday May 28, 2025, at 5:15 pm.
  - c. Motion made by Richard H to adjourn and Sonya A. made a second.

Respectfully submitted,

Cindy Lockney, Secretary