



PWCPL BOARD MEETING
Wednesday May 28, 2025
5:15 P.M.

- I. **Call to Order** – The monthly meeting of the Library Board of the PWCPL was held Wednesday, May 28, 2025 in the boardroom. Sonya Ashby called the meeting to order. Board members present were June Rhodes (V), Jennifer Carpenter, Sonya Ashby, Cindy Lockney. and Richard Hayhurst. Assistant Director Jeffrey Cottrell and Director Brian Raitz were present.
- II. **Public Forum:** Must sign up before meeting. Limit to 10 people, each allotted 3 minutes to speak. Staff member Mel spoke in support of the name of Queer Crafternoon for library program.
- 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 Jennifer C. Motion carried. June shared her question about repairs and maintenance high costs for South and Emerson (HVAC at South, and Elevator computer board at Emerson).
- IV. **Old Business**
 - a) **Arboretum** –No new report.
 - b) **Bookmobile:** Give Local MOV raised over \$25,000 with \$22,800 applied to the replacement vehicle. BOE money of \$14,700 has been invoiced and will go towards bookmobile replacement. There was discussion about the success of the social media campaign for Give Local MOV by Morgan and Meryl.
 - c) **Williamstown Library**- Richard has contacted and will work out final documents for agreement. No response currently. The design committee is currently set for June, Brian, Lisa, and two community members.
 - 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** – Sonya addressed BOE on May 6th, and Cindy spoke at City Council on May 27th.
 - f) **Fundraising:** Discussed Ben S. offer. The Library Board is not interested at this time but thinking about options. Sonya will contact Bethany S. from Actor’s Guild for advice. Brian and Richard will start work on Naming and Branding Policy for donations.
 - g) **Give Local MOV:** Brian will write a thank you letter to donors.
 - h) **Budget Proposal** – Brian handed out rough draft proposal. The updated budget will be presented next month with some minor changes in personnel and possibly online maintenance.
 - i) **Saturday Staffing Issues** – Resolved at this time, but reduced hours may be a future possibility due to budget cuts from the Board of Education.
- V. **New Business**
 - a) Library Board supported going forward with Queer Crafternoon name.
 - b) State Grants In Aid (GIA) application. Richard made a motion to sign the GIA application as presented. Second, by Jennifer Carpenter. Motion Carried.
- VI. **Announcements**
 - a) Randy Wilson from PHS is going to have students paint the new cottage in the Young Reader’s Room.
 - b) Next meeting will be Wednesday June 25, 2025, at 5:15 pm.
 - c) Motion made by Richard H to adjourn and Sonya A. made a second.

Respectfully submitted,

Cindy Lockney, Secretary



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