

**PWCPL BOARD MEETING**  
**Wednesday August 27, 2025**  
**5:15 P.M.**

- I. **Call to Order** The monthly meeting of the Library Board of the PWCPL was held Wednesday, August 27, 2025 in the boardroom. June Rhodes called the meeting to order at 5:16 p.m. Board members present were June Rhodes, Jennifer Carpenter, Sonya Ashby, Cindy Lockney, and Richard Hayhurst. Assistant Director Jeffrey Cottrell was also in attendance. Director Brian Raitz attended thru Teams.
- II. **Public Forum** – Must sign up before meeting. Limit to 10 people. Three minutes to speak per person. 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. Noted that South Bond payment high. Brian R. said two payments were made in July. There was also an interest rate increase. June R. said that the Random Readers attendance was incorrect. June R. read a note of thanks from all the children's librarians for board support of the summer reading program.

**Old Business**

- a) **Arboretum** – Brian R. posted new photos of arboretum on Google Maps.
- b) **Bookmobile** - Barnabus is making the rounds daily.
- c) **Williamstown Library** – Richard H. will have reports next meeting.
- d) **Capital Projects** – The two capital projects are the Williamstown Library and the bookmobile. Brian R. will speak with someone about possible Eagle scout project for painting storage bunker.
- e) **Calendar for outside agencies** – No one scheduled at this time. Richard H. will contact Wood County Commission to speak.
- f) **Fundraising-Naming/Branding policy draft**- Richard H. will present his findings at meeting in September. Brian R. will be filing grant proposals for funding the new bookmobile. Richard H. made a motion that sponsorships/branding be offered in the amount of \$10,000 (large) and \$5000 (small). Jennifer C. seconded the motion. Motion carried.

**IV. New Business**

- a) Book orders will now be placed with Amazon, Ingram, and Brodart, in addition to Baker & Taylor due to ordering issues.
- b) Excess levy submission needs to be made to Wood County Commission in January / February of 2026.

**V. Announcements**

- a) Brian R. will be organizing a strategic planning committee in the near future.
- b) IRS claims the library owes \$39,570 due to a 2020 credit issue; efforts to remove fees are ongoing. Library is attempting to resolve the issue by contacting IRS and writing letters.
- c) Purchase of Book One has repaired over 200 books in 2025.
- d) Next meeting will be Wednesday September 24, 2025 at 5:15 pm.
- e) Motion made by Sonya A. to adjourn and Cindy L. seconded. Motion carried.

Respectfully submitted,

Cindy Lockney, Secretary