

Weston Public Library Board of Trustees Regular Meeting  
October 17, 2022 at the Weston Public Library

CALL TO ORDER

Cindy Sheffer, President, called the meeting to order at 6:00 p.m.

ROLL CALL OF BOARD MEMBERS

Archambo, present; Patel, present; Carson, present; Sheffer, present; Gamby, present, Sheperd, present.

Wolfram was not present due to illness. A Motion was made by Sheperd, second by Gamby to excuse Wolfram from the meeting due to illness. All aye, motion carried.

Staff members present: Shelen Stevens, Deb Gross and Darla Froman

APPROVAL OF MINUTES

Sheperd made a motion, second by Archambo, to approve the July 11, 2022 Regular Meeting Minutes with no additions or corrections. Roll Call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, aye; Gamby, aye; Sheperd aye. Motion carried.

PUBLIC COMMENTS

Gretchen Summerfeld was present and stated that she interviewed for the Board position commencing 2023 and asked if any Board members had additional questions of her. No questions were asked.

FINANCIAL REPORT

Board Members indicated they had reviewed the financials and there were no additions or corrections. A Motion to Approve the Financial reports as submitted was made by Archambo; second by Carson. Roll call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, aye; Gamby, aye; Sheperd aye. Motion carried.

## OLD BUSINESS

New signs for Weston and Grand Rapids will be discussed at the January budget meeting. There was no other Old Business.

## NEW BUSINESS

An Action on Amounts and Rates Resolution was presented. A Motion to Approve the Resolution was made by Sheperd; second by Archambo. Roll Call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, aye; Gamby, aye; Sheperd aye. Motion carried.

An Action on review of Credit Card Accounts was presented. After discussion, no change was made to credit card accounts. A Motion to Accept the Review of Credit Card Accounts was made by Sheperd; second by Patel. Roll call: Archambo, aye, Patel, aye; Carson, aye; Sheffer, aye; Sheperd, aye; Gamby, aye. Motion carried.

An Action to change the date of the November Board Meeting was presented. The meeting was originally scheduled for November 14, however, a change to November 21 was requested. A Motion was made to schedule the meeting on November 21, 2022 at 6:00 p.m. by Carson; second by Archambo. Roll Call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, aye; Sheperd, aye; Gamby, aye. Motion carried.

An Action to schedule the annual Records Committee meeting was presented. A Motion was made by Sheperd, second by Archambo to scheduled the Records Committee meeting on November 21, 2022 at 5:45 p.m. Roll Call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, aye; Sheperd, aye; Gamby, aye. Motion carried.

An Action on Disposal of Property List was presented. The Director stated that the list contains items that are no longer used in the operation of the library or are broken. A discussion was held regarding recycling the electronic items and the Director and Board Member Gamby will investigate. A Motion to was made by Gamby; second by Carson to dispose of the items on the list. Roll Call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, aye; Sheperd, aye; Gamby, aye. Motion carried.

An Action on the Board of Director position, term commencing 2023 was presented. President Sheffer turned the meeting over to Vice President Sheperd as she currently holds the position with term commencing 2023. Sheperd stated two individuals were interviewed for the position. Present for the interview was himself, Secretary Carson and Otsego Local School Board President Brad Anderson and Board Member Jessica Mehl. Sheperd stated both candidates were highly qualified for the position and presented themselves very well at the interview. Discussions were conducted with the Otsego Board Members after the interview and their opinions were taken into consideration. The committee recommended Cindy Sheffer for the term commencing 2023. A Motion to nominate Cindy Sheffer for the Board Position commencing 2023 was made by Archambo; second by Gamby. Roll Call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, abstain; Sheperd, aye; Gamby, aye. Motion carried. The recommendation of Cindy Sheffer for the Board position commencing 2023 will be presented to the Otsego Local School Board for approval.

#### DIRECTOR UPDATE

The Director updated the Board that an adult metal class will take place at Weston on October 22, 2022. All equipment and supplies will be provided by the instructors. The class is not full at this time.

Board member Sheperd asked about a "Pop It, Paint It" type of class being scheduled at the library. The Board was informed that such a class is scheduled to take place at the Grand Rapids Library.

The Director indicated that a new reading program will be implemented in January for birth through adult. It will be a challenge with rewards available.

The Director indicted to the Board that temporary appropriations will be discussed at the November meeting and board members should let her know if there is anything they would like to see added to the appropriations. The Director stated that she is looking into new lighting at both locations.

The Director updated the Board regarding ARPA federal funds available through Wood County. She attended the hearing with the Wood County Commissioners and spoke on behalf of the library. The Director indicated that the Wood County Library system was denied the grant.

The Director updated the Board regarding the Dolly Parton Imagination Library. She stated 3,725 children in Wood County are receiving books through the program, including 197 Otsego School District children.

#### EXECUTIVE SESSION

A Motion was made by Sheperd, second by Carson to enter Executive Session to discuss the employment of public employees. Roll Call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, aye; Sheperd, aye; Gamby, aye. Motion carried. The Board entered Executive Session at 6:28 p.m.

A Motion was made by Sheperd, second by Carson to leave Executive Session. Roll call: Archambo, aye; Patel, aye; Carson, aye; Sheffer, aye; Sheperd, aye; Gamby, aye. Motion carried. The Board left Executive Session at 6:52 p.m.

#### OTHER

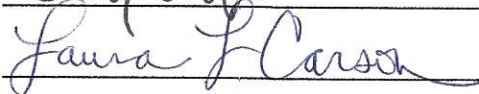
There was no other business.

#### ADJOURNMENT

Sheperd made a motion, second by Gamby, to adjourn the meeting. Roll Call: Archambo, aye; Patel aye; Carson, aye; Sheffer, aye; Gamby, aye; Sheperd aye. Motion carried. The meeting was adjourned at 6:52 p.m.



President Cindy Sheffer



Secretary Laura Carson