

Weston Public Library Board of Trustees Regular Meeting  
October 9, 2023, at the Weston Public Library

Board Vice President, Dan Sheperd requested that Director Stevens be acting as scribe for this meeting.

CALL TO ORDER

Dan Sheperd, Vice President, called the meeting to order at 6:00 p.m.

ROLL CALL OF BOARD MEMBERS

Gamby, present; Patel, present; Sheperd, present; Sommerfeld, present. Sheperd made a motion, second by Patel to excuse Archambo, Carson and Wolfram from the meeting. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried.

APPROVAL OF MINUTES

Discussion was held regarding the minutes of the August 14, 2023 meeting stating ;" A motion to set a Record Committee meeting on October 9, 2023 was made by Shepard, second by Sommerfeld." Under the authority of Board President, Edward Wolfram III, the Finance Meeting and Record Committee meeting set for October 9, 2023 were cancelled.

Sommerfeld made a motion, second by Patel, to approve the August 14, 2023, Regular Meeting Minutes with no additions or correction. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried.

PUBLIC COMMENTS

No public comments

FINANCIAL REPORT

Sommerfeld stated there was no Finance Committee meeting to report on. Discussion was held regarding the posting of Levy money and contract services payments at the time of the last submitted report versus a year ago. Fiscal Officer, Deb Gross will provide information on these items to the Board at a later time. Sheperd made a motion, second by Gamby to approve the Financial Reports as submitted. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried.

OLD BUSINESS

- a. Discussion was held regarding the next date of the Library Records Commission meeting. Patel made a motion , second by Sommerfeld to hold a Library Records Commission meeting on November 13, 2023 at 5:45 p.m. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried
- b. Discussion was held regarding two quotes for LED lighting in both the Weston Public Library and Grand Rapids Branch Library. Shepherd made a motion, second by Patel to approve a quote from Downey Heating and Plumbing for the installation of LED lights at both the Weston Public Library and the Grand Rapids Branch Library. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried.

- c. Building Security measures were tabled to a later time.

#### NEW BUSINESS

- a. Discussion was held regarding Wood County requiring the Rates and Means Tax Resolution to be approved yearly. Fiscal Officer, Deb Gross explained that this was the process Wood County requires. Shepherd made a motion, second by Sommerfeld to approve the Rates and Means Tax Resolution as submitted. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried.
- b. Discussion was held regarding the need and use of the Dolly Parton Imagination Library of Ohio in Wood County. Gamby made a motion, second by Sommerfeld for the Weston Public Library to support the Dolly Parton Imagination Library of Ohio in Wood County through the collaborative efforts of WOODLINK Libraries. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried

c. Director Update:

- The final information regarding the insurance claim for the Weston Building water damage has been received and the claim is closed. The following are the total amounts:

Buildings	\$59,406.84
Property	\$99,419.23
Total	\$158,826.07
Minus Deductible	\$500.00
Total Insurance Paid	\$158,326/07.

- Saturday Snack Attacks are going well.
- Local Author program has begun, with the next being Carole Sarkan at the Grand Rapids Branch Library on October 24, 2023 at 600 p.m.
- Adult Only True Crime book club at Weston has begun.
- Romance book club has begun in Grand Rapids.
- Library shelving company will be out in late October of 2023 to give options and prices for additional book shelving at the Grand Rapids Branch Library. It is hoped that this project could be accomplished in 2024.
- On November 18, 2023 Cali, the Otsego Elementary dog will be at the Weston Public Library for a time for children to read to Cali.

Sommerfeld questioned if the 2023 Reading Challenge was on going and why no winners had been announced on the library's Facebook page for the months of June, July and August. Assistant Director, Darla Froman clarified that no winners were chosen for those months, as children, youth and adults were obtaining a free prize every week. The Director indicated that the September winner was chosen but had not been announced on Facebook. The Director and Assistant Director will announce and draw winners in the future on the library's Facebook page.

- d. Sommerfeld made a motion, second by Sheperd to table the introduction of Board Candidates and selection of a recommendation for the 2024 board seat till the November

13, 2023 regular scheduled board meeting. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried

#### EXECUTIVE SESSION

Sheperd made a motion, second by Patel to enter executive session to consider the employment of public employees. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried. The board entered executive session at 7:02 p.m.

Sommerfeld made a motion, second by Sheperd to exit executive session. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried. The board returned to open session at 7:20 p.m. No action was taken.

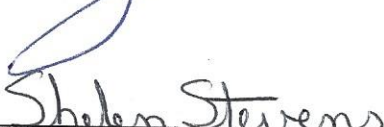
#### OTHER

Sommerfeld created an updated Reconsideration Request of Library Material policy and Patron Donation of Materials Policy. In addition, the library's current Infection Illness Policy was presented by Sommerfeld with no additions or corrections. Discussion was held regarding changes and corrections to two of the policies. Sommerfeld made a motion, second by Sheperd to approve the presented Reconsideration Request of Library Material policy. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried

#### ADJOURNMENT

Sheperd made a motion, second by Gamby to adjourn the meeting. Roll call: Gamby, aye; Patel, aye; Sheperd, aye; Sommerfeld, aye. Motion carried. The meeting was adjourned at 7:32 p.m.

  
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President Edward Wolfram III

  
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Scribe Shelen Stevens