

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

February 8, 2021

Regular

President Laura Dulmage called to order the regular meeting of the Amherst Public Library Board of Trustees at 6:03 p.m. Roll call: Laura Dulmage, Jim Yorks, Jake Wachholz, Judy Alexander, Darcy Teets, Katie Wenger, and Stephanie Pinskey were present. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/Technology Manager.

MINUTES

Alexander moved, seconded by Wachholz, to accept Resolution # R-21-2-1 accepting the meeting minutes for the January 11, 2020 Regular meeting. All present voted in favor.

MOTION PASSED

FISCAL OFFICERS REPORT

Cioffi reviewed the January 2021 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported that the 2020 Financial Reports have been filed with the Auditor of State and reported on upcoming changes to the STAR Plus account. Yorks moved, seconded by Wenger, to accept Resolution # R-21-2-2, accepting the January 2021 financial reports. All present voted in favor.

MOTION PASSED

OLD BUSINESS

Library Administrator, Don Dovala reported that HBM and Turner Construction are meeting with the committee this week to finalize the Schematic Design plans for the addition. Dovala reported that removing the back wall and refreshing the elevator should fit within the budget. He also reported that brick has been chosen for the exterior finish on the addition. In the next phase, HBM will be meeting with each department manager to fine-tune their needs. Yorks noted that much of the existing furniture and shelving will be able to be reused.

LIBRARY ADMINISTRATORS REPORT

Dovala reported that the library has added a couple new databases to the collection and will be creating videos to highlight those. The library will begin circulating preloaded Kindles with themed book collections. The 2020 Annual Report is being prepared and should be ready for the next meeting.

Dovala reported that this year, OLC's annual Legislative Day will take place virtually via Zoom. Dovala reported that although Ohio rules have

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not yet been released, under CDC guidelines, library staff may be eligible to receive the COVID-19 vaccine when the next vaccination group opens up.

NEW BUSINESS

Dovala reported that the paid leave for illness related COVID-19 covered under the Families First Coronavirus Response Act (FFCRA) expired on December 31, 2020. Since there are staff members that do not qualify for sick leave, Dovala asked that the Board consider extending COVID-19 leave for staff beyond the expiration of the FFCRA. Wachholz moved, seconded by Pinsky, to accept Resolution # R-21-2-3 approving extending the paid leave benefits previously covered through the FFCRA, through the end of May 2021. All present voted in favor.

MOTION PASSED

Dovala reported that the library is currently reviewing options for library programming and will be sending a survey out to patrons to see what kind of programming they would like to have available.

GIFTS & CORRESPONDENCE

Yorks moved, seconded by Alexander, to accept Resolution # R-21-2-4, accepting the following gift:

\$100.00 from Doug & Marge Mulder for the purchase of books in memory of Joyce Kovach Mulder

All present voted in favor.

MOTION PASSED

PUBLIC COMMENTS none

Alexander asked if there was any tax preparation help available to patrons. Dovala replied that there is a list of local tax preparers available for any patrons who inquire. He noted that it was AARP's choice not to offer tax preparation service this year. Wenger asked if the shredding program would be held this year. Alexander replied that it is scheduled for Saturday, July 10, 2021.

Wachholz left the meeting at 6:35 p.m.

COMMITTEE REPORTS

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BUILDINGS & GROUNDS none

PERSONNEL none

A meeting was scheduled for Tuesday, February 16, 2021 at 1:00 p.m.

FINANCE & AUDIT none

Cioffi will email the committee regarding 2021 Permanent Appropriations for approval at the March meeting.

Yorks moved to adjourn. The meeting adjourned at 6:35 p.m.

President

Attest