

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

January 9, 2023

Regular

President Darcy Teets called to order the regular meeting of the Amherst Public Library Board of Trustees at 5:45 p.m. Roll call: Darcy Teets, Laura Dulmage, Katie Wenger, Jake Wachholz, and Judy Alexander were present. Jim Yorks arrived later, as noted. Stephanie Smith was absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/ Technology Manager.

MINUTES

Wachholz moved, seconded by Dulmage, to accept Resolution # R-23-1-1, accepting the meeting minutes for the December 12, 2022, regular meeting and the 2023 Organizational meeting held on December 12, 2022. All present voted in favor.

MOTION PASSED

Yorks arrived at 5:46 p.m.

FISCAL OFFICERS REPORT

Fiscal Officer Cioffi reviewed the December 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported on the year's final revenue, expenditure, and carryover totals. Alexander moved, seconded by Dulmage to accept Resolution # R-23-1-2, accepting the December 2022 Financial Reports. All present voted in favor.

MOTION PASSED

Notary Cioffi administered the oath of office to reappointed Trustee Jim Yorks.

OLD BUSINESS

Library Administrator, Don Dovala reported that the dividing wall in the community room is on schedule to be installed later this week. There are still some small items left on the punch list of items to be completed. Since there has been issues with visibility on the monumental steps, a center rail and black and yellow tread will be installed on Friday. Simplified Facilities will be performing the installation.

LIBRARY ADMINISTRATOR'S REPORT

Dovala reported that Abigail Andino has been promoted to the Circulation Manager position. Andino already has already stepped into the position, but will continue to fill in on the desk until her prior hours are filled. A Public Service Associate position has been posted and a few applications

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have already been received. Dovala reported that local Facebook page *Lorain with Littles* recently posted that Amherst Public Library is one of their top five favorite libraries in the county. The post specifically mentioned liking the programs offered at the library. Dovala reported that the library will be adding some adaptive storytimes once a month on Saturdays.

Dovala thanked outgoing Trustee Judy Alexander for her time and service to the library.

Alexander commented that she hopes the library considers purchasing a generator in the future. Dovala will check into the cost of purchasing a generator.

Teets explained the process for interviewing the trustee candidates later in the meeting.

GIFTS & CORRESPONDENCE

Yorks moved, seconded by Wachholz, to accept Resolution # R-23-1-3, approving the following gifts:

- \$500.00 from the Leah Smith in memory of Louise Wilhelm
- \$100.00 from Judy Alexander and Bill Strohm in memory of Terry Miller
- Book *How Do Meerkats Order Pizza?* by Brooke Barker from Darcy Teets
- In memory of Kathryn L. Whyte:
 - \$35.00 from Kathleen Thomas
 - \$25.00 from Sherry White
 - \$50.00 from Jeff & Kim Banks
 - \$50.00 from Jason Reighley
 - \$110.00 from Sue & Doug White, Holly & Jeff Vasicoff, Amanda & Justin Wickes, and Ricka & Steve Butler

All present voted in favor.

MOTION PASSED

PUBLIC COMMENTS none

COMMITTEE REPORTS none

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Wachholz suggested recessing the meeting until the first Trustee candidate arrives.

Elizabeth Hui arrived at 6:15 p.m. Introductions were made, and the Trustees interviewed Hui. Hui left the meeting at 6:40 p.m.

Laura Brogan arrived at 6:45 p.m. Introductions were made, and the Trustees interviewed Brogan. Brogan left the meeting at 7:17 p.m.

A third applicant, Lauren Sikora was ill and could not come to the meeting for her interview. Teets will contact Sikora and attempt to interview her via phone. After speaking with Sikora, Teets will make a recommendation for Trustee appointment to the Amherst Exempted Village School District Board of Education.

Wachholz motioned to adjourn. The meeting adjourned at 7:29 p.m.

President

Attest