

*Board of Trustees of the Upper Sandusky Community Library*

*Minutes*

*December 20, 2024*

The Upper Sandusky Community Library Board of Trustees convened in a special meeting on Friday, December 20, at 12:00 p.m. in the Library Board Room with the following members present: Ms. Jenny Romich, Ms. Amy Aldridge-Ritchey, Ms. Dianne Grafmiller, Mr. Todd Leightey, Mr. Brian Kimmel and Ms. Ann Kemerley. Mr. Ben Buckland was absent. Director Kathleen Whitt and Deputy Fiscal Officer Patti Davidson were also present.

Ms. Whitt said that, in order to proceed with the air conditioning redesign project, she needs to submit a purchase order issued to Smith-Boughan to the TIPS system together with the signed contract. Since there is not enough funds left unencumbered in the capital projects line item to cover the cost of the project, Ms. Whitt asked the Board to appropriate the additional funds required, a minimum of \$152,253.00. It was moved and seconded to appropriate \$155,000.00 for the capital projects line item. In a roll call vote, all present approved the motion.

Ms. Romich asked whether there were any additional items for discussion. Hearing none, the motion was made and seconded to adjourn; the meeting was adjourned at 12:05 p.m.

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President

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Secretary