

Board of Trustees of the Upper Sandusky Community Library

Minutes

March 12, 2020

The Upper Sandusky Community Library Board of Trustees convened on Thursday, March 12, 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 and Ms. Ann Kemerley. Ms. Laurie Scheck and Ms. Jill Logsdon were absent. Director Kathleen Whitt and Callan Pugh of the *Daily Chief-Union* were also present. Ms. Kemerley left at 12:10 and Ms. Aldridge-Ritchey left at 12:20.

President Jenny Romich asked for public comments. Hearing none, she asked if there were corrections or additions to the distributed minutes of the February meeting. Hearing none, Ms. Romich declared that the minutes stand as distributed.

Next on the agenda was ratification of payment of the bills. Ms. Romich asked if there were any questions about the bills. Hearing none, the motion was made and seconded to ratify the payment of bills; in a roll call vote, all present approved the bills.

There was no old business.

Under new business, Ms. Whitt informed the Board that one of the library's full-time staff members had learned from OPERS that at the age of 65, she may no longer participate in the library's group health care plan, but must enroll in Medicare, since our health care group is under 20 members. She will reach that age in June. According to the personnel policy, "The Library will pay 80% of the premium for individual coverage for medical insurance for any full-time employee who wishes to be covered by the Library's health plan. The Library will pay 40% of the premium for individual coverage for part-time employees. As-Needed employees are not eligible for health coverage." As a precedent the Board of Trustees of the Upper Sandusky Community Library voted in February 1988 to pay Medicare payments for a staff member. Under the current health care plan, the monthly premium is \$738.38 per person. It is estimated that the cost of Medicare and Supplemental plan would be under \$250 per month. It was moved and seconded to pay 80% of the Medicare and Supplement premiums for the full-time staff member in question. In a roll call vote, all present approved the motion.

Not on the agenda, but discussed next due to the urgency of the matter, was the issue of measures to be taken due to the current evolving public health situation in connection with COVID-19. It was determined that the director should maintain awareness of events in Wyandot County and Upper Sandusky, following announcements of local and regional health officials, and take into consideration conversations within the Ohio library community as well. Programs will be cancelled as deemed prudent, especially those where a large attendance is expected. It's already been decided to cancel What's Cookin' this month. A motion was made and seconded stating that, in the event that the library must be closed due to the Coronavirus outbreak, staff will be paid for the hours they were scheduled to work for the duration of the closing. In a roll call vote, all present approved the motion.

Ms. Whitt then stated that the property and liability insurance policy is due for renewal. She asked if the Board had any questions or concerns about the policy. She also said that the library

does receive a discount on the policy since it has been an Ohio Plan customer for a number of years. There were no questions on the insurance renewal.

The last item on the agenda was the Michigan Activity Pass. This is a program where library patrons in Michigan have been able to “check out” a day pass to various entertainment venues in the state. This opportunity was recently made available to members of the Norweld library consortium, to which USCL belongs. Ms. Whitt said that the library plans to participate in this program, which will cost nothing. Board members agreed that it could be of interest to many of our patrons as well.

In the Director’s Report, Ms. Whitt reported that:

1. The February 26 Patti’s Plates activity allowed attendees to create decorative lawn flowers using glass plates, bowls, etc. This program was filled well in advance, and participants enjoyed coming up with their own unique creations.
2. The March 3 STEAMPunks meeting featured Makey Makeys – this is an electronic invention kit, that allows you to use everyday objects to control computer devices and even to create items such as a banana piano. The students had a terrific time and asked when they can do it again!
3. The March 5-7 clothing swap was well-attended, and lots of nice clothes found new homes. This program takes a lot of work but is much appreciated by those who attend.
4. Our new telephones are scheduled to be installed on Monday, March 9. The staff are all really looking forward to this.
5. I will be meeting with a SEBO representative on March 26 to discuss available staff health care plans for the enrollment year starting June 1.
6. On March 4, I attended a brainstorming meeting on the Ohio Governor’s Imagination Library initiative. This is a program which works with the Dolly Parton Imagination Library to mail one new book, free of charge, to each enrolled child from birth to age five. The goal is to make this available to all children in Ohio, with 50% of the funding being provided at the state level and 50% being raised within the individual counties. The cost is about \$2.15 per book. Wyandot County is one of about a half dozen that does not yet have a program in place. This meeting was attended by representatives of a number of community organizations, including the Economic Development Board, the Wyandot Chamber of Commerce, Upper Sandusky and Carey Schools, the Wyandot Community Foundation, Lions and Kiwanis Clubs, and the Upper Sandusky, Mohawk and Dorcas Carey Libraries. It was suggested that the Wyandot Community Foundation might act as the 501(c)3 to handle the funds for the program. The libraries’ role would be to serve as places where people could sign up online. There was some discussion on fundraising possibilities and roles of various community members and organizations. Overall reaction by attendees was very positive. The next meeting will be held on March 25 at the Wyandot Chamber of Commerce.
7. Karen Shuman has submitted her resignation; her last day will be April 3. I have submitted an ad to run in the *Daily Chief-Union*, and we are also posting on Facebook and the library website. I hope to hire one or two new as-needed staff members, who will work primarily at the circulation desk.

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8. Memorial/Honor/Donations February 2020:

In memory of:

Becky Droll

Evelyn Harper

Donation

Donor(s):

Larry & Madilyn Webster

Sue & Pau Lamberjack

Friends of the Library

Marilyn Lee

There were no further Items Not on the Agenda

Ms. Romich asked if there were any other items for discussion. Hearing none, the motion was made and seconded to adjourn; the meeting was adjourned at 12:30 p.m.

President

Secretary