

**Julia Hull District Library
Board of Trustees Minutes
January 17, 2022**

Present: Kelley Roganowicz, Sara Grobe, Jackie Schumacher, Karl Hall, Jason Miller, Jeff Mickey (Arrived @6:45 p.m.)

Director, Joanna Kluever

Absent: None

The regular meeting was called to order by President Jason Miller at 6:31 p.m. (Meeting was held via Zoom, and was recorded)

Public: None

Secretary's Report:

- a. **December 2021 Minutes:** Minutes from the month of December were read and discussed. A motion was made to approve the minutes by Karl Hall, and seconded by Jackie Schumacher. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Jason Miller: yes), and passed unanimously.
- b. **Executive Session Minutes:** A motion was made by Sara Grobe, and seconded by Kelley Roganowicz to keep the Executive Session Minutes closed. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Jason Miller: yes), and passed unanimously.

Financial Report: The financial report for December was presented, accepted, and filed. The CD that matured in December has been renewed for 12 months and the bank signature cards have been updated. There is another CD that will mature in March 2022. The report was created by Jeff Mickey, treasurer.

Director's Report:

- a. The 5 most popular programs from 2021 were all adult programs, and all held online. This is a large shift from previous years.
- b. The paperwork for all State reports have been submitted.
- c. The portal for the OMA training is still not able to be accessed. There is no estimated date that it will be in service again.
- d. Due to a rise in Covid-19 positivity rates for our area, many programs have shifted to online offerings for January. The library staff will evaluate and adapt February offerings as needed.
- e. The library staff is continuing to work on a large weeding project in the Adult Fiction section.
- f. No one has applied for the open Library Clerk position. Joanna will be removing it from the newspaper for a period of time, but will continue to advertise online.

Unfinished Business: None

New Business: The Board discussed how best to move forward re: the Board Vacancy, due to the resignation of Karen Marsh. One individual in the community has expressed (verbally) interest in filling the vacancy. The Board asked Joanna to request a formal letter of interest from the individual, and extend an invitation to attend the Board's regular February meeting for further discussion.

Action Agenda:

- a. **Expenditures:** Motion was made by Jeff Mickey and seconded by Jackie Schumacher to pay the January 2022 expenditures. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Jason Miller: yes, Jeff Mickey: yes), and passed unanimously.
- b. **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Jackie Schumacher to pay the IRS for the month of January 2022. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Jason Miller: yes, Jeff Mickey: yes), and passed unanimously.
- c. **Payroll Approval** Motion was made by Jeff Mickey and seconded by Karl Hall to pay the upcoming payroll expenditures (pay periods: January 21, February 4, & February 18, 2022). A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Jason Miller: yes, Jeff Mickey: yes), and passed unanimously.
- d. **Kelley Roganowicz moved the meeting be adjourned; Jackie Schumacher seconded the motion.** A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Jason Miller: yes, Jeff Mickey: yes), and passed unanimously.

Meeting adjourned at 6:57 pm.

The next meeting of the Board of Trustees will be held on Monday, February 21, 2022, 6:30 pm.