

**Rock Creek Public Library
Board of Trustees
Meeting Minutes**

January 23, 2024

Time: 5:00 PM

Location: Rock Creek Library

Call to Order and Roll Call

Ken Brown – President
Sally Fell – Vice President (via Zoom)
Beverly Martin- Secretary
Megan Krippel
Sean Ratican (arrived at 5:25 pm)
Vicki Ritter

Discussion with BOT applicant: Don Baker

Approval of Minutes:

Motion by Vicki Ritter, Seconded by Ken Brown to accept the December 19, 2023, Board Meeting Minutes.

Roll Call:

Ken Brown	Sally Fell	Megan Krippel	Bev Martin	Sean Ratican	Vicki Ritter
Yes	(virtual)	Yes	Yes	(not present)	Yes

Fiscal Officer Reports/Approvals:

December Financial Reports:

Starting Balance: \$659,497.53
Monthly Revenue: \$ 22,036.32
Yearly Revenue: \$417,773.58 (however actual revenue collected was \$367,773.58 because software system records transfer between funds as revenue. We transferred \$50,000 from General Fund to Capital Building & Repairs for the purchase of the Church)

Monthly Expenditures:\$37,941.76
Yearly Expenditures: \$469,678.91 (however actual expenditures were \$419,678.91 because software system records transfer between funds at expends. We transferred \$50,000 from General Fund to Capital Building & Repairs for the purchase of the Church)

Ending Balance: \$643,592.09 prior to outstanding Pension payment of \$1,438.86)

Starting Balance for next month available to spend is \$642,153.23

Expenditures out the normal monthly are as follows:

CT Consultants \$7,200 for Church property assessment
Summit Fire & Security \$1,429.32 for annual fire extinguisher inspections
Wegman Hessler Valore \$700.00 for legal services

Motion by Bev Martin seconded by Ken Brown to accept the December Financial Reports. (Sean Ratican arrived at 5:25 in time for this vote.)

Roll Call:

Ken Brown	Sally Fell	Megan Krippel	Bev Martin	Sean Ratican	Vicki Ritter
Yes	(virtual)	Yes	Yes	Yes	Yes

The Fiscal Officer updated her meeting and training schedule for the BOT.

From the December meeting: We need to do a little housekeeping items on the motion after executive session.

Motion by Megan Kripple, seconded by Sean Ratican to change to holiday policy as follows: All regular full- and part-time staff members are granted all federal holidays plus Christmas Eve with pay. Paid holiday leave is prorated based on the regular number of hours worked in a shift (e.g. "an employee whose regular hours to work per week are 20 will receive 5 hours of pay for each day of paid holiday leave").

Roll Call:

Ken Brown	Sally Fell	Megan Krippel	Bev Martin	Sean Ratican	Vicki Ritter
Yes	(virtual)	Yes	Yes	Yes	Yes

Motion by Sean Ratican, seconded by Bev Martin to accept the director's proposed position titles, descriptions, and pay range policy that was attached to the email packet.

Roll Call:

Ken Brown	Sally Fell	Megan Krippel	Bev Martin	Sean Ratican	Vicki Ritter
Yes	(virtual)	Yes	Yes	Yes	Yes

Director's Report:

General Discussion

Old Business:

Levy- Email (scan) from Jeanna on 1/6/2024 is fine, all complete

Trustee nominating committee- Kathy Perry seat expired seat 12/31/2023 discussed timeline.

Building Committee TABLED UNTIL NEXT MEETING

New Business: 2024 strategies and goals will be added to the February 2024 meeting agenda

Jeff Clemson was contacted to fix a separated siding panel on the church building. It was confirmed he is insured and bonded, and the fiscal officer checked that he is clear on the auditor's list.

Public Comments: None

Sean Ratican made a motion and Ken Brown seconded to go into executive session at 6:02 pm.

Executive Session: Personnel items

(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the employee, official, licensee, or regulated individual requests a public hearing by division (G)(1) of section 121.22 of the Revised Code.

Ken Brown	Sally Fell	Megan Krippel	Bev Martin	Sean Ratican	Vicki Ritter
Yes	(virtual)	Yes	Yes	Yes	Yes

Sean Ratican motioned to leave executive session, and Megan Kripple seconded at 6:41 pm

Ken Brown	Sally Fell	Megan Krippel	Bev Martin	Sean Ratican	Vicki Ritter
Yes	(virtual)	Yes	Yes	Yes	Yes

Discussion with BOT applicant: Alice McGinnis

Adjournment:

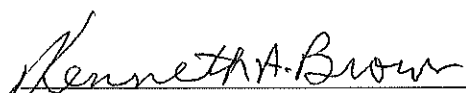
Motion made by Megan Kripple, seconded by Sean Ratican

Roll Call:

Ken Brown	Sally Fell	Megan Krippel	Bev Martin	Sean Ratican	Vicki Ritter
Yes	(virtual)	Yes	Yes	Yes	Yes

Next Scheduled Meeting:

February 27, 2024, at 5:00 PM



Ken Brown, President



Bev Martin, Secretary

