

## Record of Proceedings

### **Adams County Public Library Board of Trustees Regular Meeting Manchester Public Library January 8, 2025 – 5:30 p.m.**

The Adams County Public Library Board of Trustees met on January 8, 2025 at 5:30 p.m. for a regular meeting at Manchester Public Library.

Phil Rhonemus called the meeting to order. Members present were Elaine Lafferty, Linda Stepp, Kayla Bowman, Holly Johnson, and Sarah Shelton. Others present were Executive Director Nicholas Slone and Fiscal Officer Diana Aston.

Linda Worley was excused.

There was no public participation.

Minutes of the previous Board of Trustees meeting were reviewed and discussed.

**Motion #1** made by Linda Stepp, seconded by Holly Johnson **to approve the minutes of the meeting held December 11, 2024.** Motion carried. All yeas.

#### **Report of Fiscal Officer**

The financial reports submitted by the Fiscal Officer were reviewed and discussed.

**Motion #2** made by Elaine Lafferty, seconded by Kayla Bowman **to accept the financial reports of the Fiscal Officer and approve the payment of bills.** Motion carried. All yeas.

Adding an unclaimed monies fund was discussed. Further information will be received on the matter. Diana was asked about energy suppliers and costs for the library.

**Motion #3** made by Holly Johnson, seconded by Sarah Shelton **to approve permanent appropriations for the FY 2025 as recommended by the fiscal officer. Roll Call – Phil Rhonemus - yea, Elaine Lafferty – yea, Linda Stepp – yea, Kayla Bowman— yea, Holly Johnson - yea, Sarah Shelton – yea.**

#### **Report of Executive Director**

The monthly library reports submitted by the Executive Director were reviewed and discussed.

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Nick discussed lowering the checkout limit to five on Hoopla to mitigate the monthly cost incurred. There will be money left over from the Foundation of Appalachia grant received in 2024. Nick will ask if it is acceptable to apply the remaining funds to the current year's hotspots.

**Motion #4** made by Linda Stepp, second by Kayla Bowman **to accept donations, acknowledge volunteer services, and to approve library support group activities as requested.** Motion carried. All yeas.

### Old Business

Quotes were received for painting during the Peebles Library carpet project. Nick was asked to confer with other libraries about the services of quoted companies.

Motion #5 made by Sarah Shelton, seconded by Linda Stepp to approve painting expenses for the library up to \$15,000.00 at the discretion of the Executive Director. Motion carried. All yeas.

### New Business

### Adjournment

**Motion #6** made by Holly Johnson, seconded by Elaine Lafferty **since there is no further business, the regular meeting is adjourned to meet in regular session at the North Adams Public Library, Wednesday, February 12, 2025, at 5:30 p.m.**

Secretary

President