

**MINUTES OF THE REGULAR MEETING
SCIOTO COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
August 21, 2025**

The Trustees of the Scioto County Public Library met on this date at 1:07 p.m. On roll call, the following members were present: Mr. Ryan Salmons – President of the Board, Ms. Joan Roberts – Vice President of the Board, Ms. Ruthann Brush – Secretary of the Board, Mrs. Kara Tieman – Board Member, and Mrs. Jennifer Schackart – Board Member. Representing the library were Paige Williams – Director, Travis McNeilan – Fiscal Officer, Keely Woloschek – HR Manager, and Katie Williams – Marketing Manager. Becky Schultz, IT Coordinator, exited the meeting at 1:07 p.m. There were no visitors present.

Mrs. Tieman motioned, seconded by Mrs. Schackart, to approve the minutes of the Audit, Budget, & Expenditure Committee, Property & Extension Committee & Regular Meeting – July 17, 2025, and ordered them to be filed. On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

Mrs. Schackart motioned, seconded by Ms. Roberts, to approve the July 2025 financial reports, subject to audit. On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

Mrs. Tieman motioned, seconded by Ms. Brush, to approve the July 2025 bills in the amount of \$345,804.60 (including payroll). On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

Audit, Budget, & Expenditures

Besco Bequest Fund Update (Informational) – At the last meeting the board approved purchasing an exterior sign for the South Webster Branch utilizing the Besco Bequest money. This was money that was donated with the stipulation that it be used to benefit the South Webster Branch. This money has sat on the books as a special revenue fund for a while. Paige, Linda, and the South Webster Branch Manager, Lacy, decided a good use for the remaining funds after the sign would be to fence in the back patio area to be able to have easier to manage outdoor programming. That along with a bench for the area will utilize all the Besco Bequest money to benefit the South Webster Branch and now this fund can be removed from the books once everything is completed and paid.

Property & Extension

Ms. Brush motioned, seconded by Ms. Roberts, to approve the Duro-Last Proposal option for 15+5 Material and Labor Warranty Bid Price in the amount of \$196,042.74. On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

Ms. Brush motioned, seconded by Mrs. Tieman, to ratify the natural gas supplier agreement with Interstate Gas Supply, LLC, beginning with the August 2026 NGDC billing cycle through the July 2029 NGDC billing cycle at a rate of \$5.66 per MCF (0.5660 per Ccf). On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

Ms. Brush motioned, seconded by Mrs. Schackart, to ratify the electric supplier agreement with Interstate Gas Supply, LLC, beginning with the August 2026 EDC billing cycle through the July 2029 EDC billing cycle at a rate of \$0.0591 per kilowatt hour (kWH) with capacity costs as a direct pass through. On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

South Webster Signage (Informational) – Sun Sign is in the process of building the sign.

Personnel

Mrs. Tieman motioned, seconded by Ms. Roberts, to approve the renewal of employee health insurance with Medical Mutual 30-5000 to begin October 1, 2025. On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

Personnel Policy Manual Update (Informational) – The Leadership Team is working on updating the Personnel Manual as the last revision was in 2021. Many of the changes reflect newer versions of federal/state law or streamline current policies to be more understandable. The Team presented certain proposed updates to the Board for discussion and input. Once the manual is complete, a draft will be sent to legal counsel for review and it will be presented to the Board for approval at a later meeting.

Materials & Equipment

Ms. Roberts motioned, seconded by Mrs. Schackart, to approve the contract with Gleim Auctions to auction off the old Bookmobile. On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

Silent Bid Auction – Diamond Ring (Informational) – The diamond ring will be auctioned close to September 22 which is National Proposal Day. Katie Williams, Marketing Manager, will create a fun public relations campaign to announce the auction.

Ms. Roberts motioned, seconded by Mrs. Tieman, to approve the termination of the Wi-Fi hotspots lending service. On roll call, the members voted as follows: Mr. Salmons – yes, Mrs. Tieman – yes, Ms. Brush – yes, Mrs. Schackart – yes, and Ms. Roberts – yes.

Policy

It is noted that the Policy Committee has nothing to report at this time.

Report of the Director

Scioto County Fair – The Scioto County Fair was from August 4 – 9. Fair attendees were excited to see the new Bookmobile this year! There were over 3,200 people that stopped by the outside tables and over 1,000 came inside to view the new Bookmobile and to shop the used book sale.

Summer Reading Final Counts – Katie Williams, Marketing Manager, has created an infographic showing the summer reading final counts. The numbers were great and SCPL had a very successful summer!

Library Programs, Displays & Exhibits for September – December 2025 – The description for programs, exhibits and displays for September – December 2025 were made available for review.

Unfinished Business

There is no unfinished business to report.

New Business

Mr. Salmons motioned, seconded by Ms. Roberts, to retroactively appoint Mrs. Tieman as the Secretary Pro Tem for the July 17, 2025 meeting.

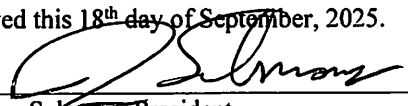
Mrs. Tieman motioned, seconded by Mrs. Schackart and unanimously carried, to approve to excuse Mrs. Tamela Morton and Dr. Charles Kemp from the August 21st, 2025 Board meeting.


Public Comment

The Board did not receive any public comment.

There being no further business, on motion duly made and seconded, adjournment was taken at 1:18 p.m.

Approved this 18th day of September, 2025.


Mr. Ryan Salmons, President


Ms. Ruhann Brush, Secretary