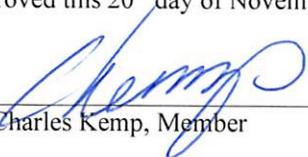


**MINUTES OF THE PERSONNEL COMMITTEE MEETING
SCIOTO COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
October 16, 2025**

The Personnel Committee of the Scioto County Public Library met in an official committee meeting on this date at 12:00 p.m. to discuss 2026 Salaries and the Personnel Policy Manual Update. The following committee members were present: Dr. Charles Kemp – Member, Ms. Joan Roberts – Member, and Mrs. Kara Tieman – Member. The following committee members were absent: Mrs. Tamela Morton. Dr. Charles Kemp called the meeting to order. Mr. Ryan Salmons – President of the Board, Ms. Ruthann Brush – Board Member, and Mrs. Jennifer Schackart – Board Member, were also present. Representing the library were Paige Williams – Director, Linda Berry – Deputy Director, Travis McNeilan – Fiscal Officer, Keely Woloschek – HR Manager, and Katie Williams – Marketing Manager. The following visitors were present: Bob Heatherly.

- 1) The committee reviewed and recommends to the full board a 1-step salary schedule increase for all staff reflecting a 3% raise effective December 14, 2025.
- 2) *Personnel Manual Update (Informational)* – The update to the Personnel Manual is almost complete and we plan on sending the draft to legal counsel within the next week. The goal is to present the Manual to the Board in a Personnel Committee meeting prior to the November meeting.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:08 p.m.
Approved this 20th day of November, 2025.



Dr. Charles Kemp, Member

MINUTES OF THE POLICY COMMITTEE MEETING
SCIOTO COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
October 16, 2025

The Policy Committee of the Scioto County Public Library met in an official committee meeting on this date at 12:08 p.m. to discuss the Cybersecurity Resolution and Policy. The following committee members were present: Mrs. Jennifer Schackart – Chair, Ms. Ruthann Brush – Member, and Ms. Joan Roberts – Member. The following committee members were absent: Mrs. Tamela Morton. Mrs. Jennifer Schackart called the meeting to order. Mr. Ryan Salmons – President of the Board, Dr. Charles Kemp – Board Member, and Mrs. Kara Tieman – Board Member, were also present. Representing the library were Paige Williams – Director, Linda Berry – Deputy Director, Travis McNeilan – Fiscal Officer, Keely Woloschek – HR Manager, and Katie Williams – Marketing Manager. The following visitors were present: Bob Heatherly.

- 1) *Cybersecurity Policy and Resolution (Informational)* – The Ohio Budget 2026-27 passed in June established Ohio Revised Code Section 9.64 which sets statewide standards for how political subdivisions must prevent, detect, and respond to cybersecurity threats and ransomware incidents. This includes all public libraries who are required to approve a resolution and policy with the effective date of September 30, 2025. The Board will be presented the policy and resolution for approval at the November meeting. All staff are also required to complete online training which we hope to have completed by December 31, 2025.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:18 p.m.
Approved this 20th day of November, 2025.


Mrs. Jennifer Schackart, Committee Chair