

**MINUTES OF THE REGULAR MEETING
SCIOTO COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
February 17, 2026**

The Trustees of the Scioto County Public Library met on this date at 12:03 p.m. On roll call, the following members were present: Mr. Ryan Salmons – President, Ms. Joan Roberts – Vice President, Mrs. Kara Tieman – Board Member, Mrs. Jennifer Schackart – Board Member, and Dr. Charles Kemp – Board Member. Representing the library were Paige Williams – Director, Linda Berry – Deputy Director, Travis McNeilan – Fiscal Officer, Keely Woloschek – HR Manager, and Katie Williams – Marketing Manager. There following visitors were present: Joseph Horsley.

Mr. Ryan Salmons, President of the Board, appointed Kara Tieman as Secretary Pro Tempore.

Dr. Kemp motioned, seconded by Ms. Roberts, to approve the minutes of the Audit, Budget and Expenditure Committee Meeting, Special Meeting, Organizational Meeting and Regular Meeting – January 15, 2026 and ordered them to be filed. On roll call, the members voted as follows: Mrs. Tieman – yes, Mr. Salmons – yes, Mrs. Schackart – yes, Dr. Kemp – yes, and Ms. Roberts – yes.

Mrs. Tieman motioned, seconded by Ms. Schackart, to approve the January 2026 financial reports, subject to audit. On roll call, the members voted as follows: Mrs. Tieman – yes, Mr. Salmons – yes, Mrs. Schackart – yes, Dr. Kemp – yes, and Ms. Roberts – yes.

Mrs. Tieman motioned, seconded by Dr. Kemp, to approve the January 2026 bills in the amount of \$331,083.80 (including payroll). On roll call, the members voted as follows: Mrs. Tieman – yes, Mr. Salmons – yes, Mrs. Schackart – yes, Dr. Kemp – yes, and Ms. Roberts – yes.

Audit, Budget, & Expenditures

Mrs. Tieman motioned, seconded by Ms. Roberts, to approve the 2025 Annual Financial Report Compilation. On roll call, the members voted as follows: Mrs. Tieman – yes, Mr. Salmons – yes, Mrs. Schackart – yes, Dr. Kemp – yes, and Ms. Roberts – yes.

Mrs. Tieman motioned, seconded by Dr. Kemp, to approve the Then and Now Payments for 2025 invoices received while the books were closed and paid in 2026 in the amount of \$73,959.13. On roll call, the members voted as follows: Mrs. Tieman – yes, Mr. Salmons – yes, Mrs. Schackart – yes, Dr. Kemp – yes, and Ms. Roberts – yes.

Property & Extension

It is noted that the Property & Extension Committee has nothing to report at this time.

Personnel

Carolyn Cottrell Retirement (Informational) – Carolyn Cottrell, the Local History Department Supervisor, will retire on March 31, 2026. Carolyn's employment began with the library in 1996 spanning a thirty-year career in the Local History Department. There will be a public retirement reception at the Portsmouth Library on Saturday, March 28, from 1-3pm in honor of Carolyn.

Dr. Kemp motioned, seconded by Mrs. Schackart, to enter into executive session at 12:08 p.m. to consider the compensation of public employees per ORC 3358:17-1-04.2. On roll call, the members voted as follows: Mrs. Tieman – yes, Mr. Salmons – yes, Mrs. Schackart – yes, Dr. Kemp – yes, and Ms. Roberts – yes.

Mrs. Tieman motioned, seconded by Mrs. Schackart, to exit executive session and resume the regular meeting at 12:37 p.m. On roll call, the members voted as follows: Mrs. Tieman – yes, Mr. Salmons – yes, Mrs. Schackart – yes, Dr. Kemp – yes, and Ms. Roberts – yes.

Dr. Kemp motioned, seconded by Mrs. Tieman, to approve repayment of SHRM training and the exam fee with a 2-step pay increase for the Human Resources Manager upon the successful passing of the SHRM exam effective February 17, 2026. On roll call, the members voted as follows: Mrs. Tieman – yes, Mr. Salmons – yes, Mrs. Schackart – yes, Dr. Kemp – yes, and Ms. Roberts – yes.

Materials & Equipment

It is noted that the Materials & Equipment Committee has nothing to report at this time.

Policy

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

Report of the Director

February In-Service (Informational) – The winter in-service training day was Monday, February 16th. Staff were updated on policies, safety & security measures and other important topics.

America 250 Programs (Informational) – The library system will be offering several programs and displays in honor of the semiquincentennial of America. Programs focusing on America, Ohio and Scioto County history will be offered at all locations throughout the year for all ages.

Carnegie Corporation Donation (Informational) – In October 2025, the Carnegie Corporation notified the library that they were going to award \$10,000 to all Carnegie libraries to commemorate America 250 next year. The library did receive the \$10,000 late last week! The monies are to be used for America 250 programs or projects that benefit the library.

Scioto County Carnegie Library Anniversary (Informational) – This year the Portsmouth Library building will celebrate its' 120th anniversary of both the completion of the building and the opening of the library! Later this year the library will use a portion of the Carnegie donation to have a public reception celebrating this anniversary.

Unfinished Business

There is no unfinished business to report.

New Business

Dr. Kemp motioned, seconded by Mrs. Tieman and unanimously carried, to approve to excuse Mrs. Tamela Morton and Ms. Ruthann Brush from the February 17th, 2026, 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 12:50 p.m.

Approved this 17th day of March, 2026.



Ryan Salmons, President



Kara Tieman, Secretary Pro Tempore