

The Delaware County District Library Board of Trustees met in a regular session at the Delaware Branch of the Delaware County District Library on September 19, 2023 at 5: 00 PM. Present were board members Allen, Ike, Kipfer, Skinner and Tiede. Ms. Quaine and Mr. McCoy were absent. Mr. Howard, Director, Ms. Grossenbacher, Fiscal Officer, and members of the public were also in attendance.

Motion moved, seconded, and carried – Ike/Allen

To approve the minutes of the regular meeting of August 15, 2023

Motion moved, seconded, and carried – Ike/Allen

To approve the minutes of the special meeting of August 21, 2023

Public Participation – one person asked to speak

Mr. Howard provided the Director’s report.

Ms. Grossenbacher provided the Fiscal Officer’s report.

Motion moved, seconded, and carried – Skinner/Ike

To approve the August financial reports, invoices, and investments.

Motion moved, seconded, and carried – Kipfer/Skinner

To approve with gratitude, the donations from the following individuals and organizations:

- First Commonwealth Bank - \$100 and \$150 – credit card rewards
- From Doris J. Penry in Memory of Joan Rife – (adult)

Motion moved, seconded, and carried – Kipfer/Skinner

To approve a resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor

Roll Call Vote: Allen – yes, Ike – yes, Kipfer – yes, Skinner – yes, Tiede – yes

Friends of the Library report provided by Ms. Cowan.

Committee Reports:

Finance – none

Liberty – Mr. Tiede provided an update.

HR – Ms. Skinner and Ms. Kipfer updated on policy clean up

Motion moved, seconded, and carried –Skinner/ Kipfer

To approve policy cleanup changes to the Organizational Chart, Administrative Leave, Direct Deposit, Fraudulent Conduct, Hiring and Staffing, Notice to Employees, OPERS, and Paychecks and Payroll Deduction Policies.

Motion moved, seconded, and carried –Skinner/ Kipfer

To approve policy changes to the Substitute Employee Policy and Leaving Employment Policy.

Policy – none

Unfinished Business – none

New Business – Ms. Kipfer asked about the possibility of having a DCDL booth at the fair

Motion moved, seconded, and carried – Skinner/Allen

To adjourn at 6:32 PM