

Board of Trustees of the Salem Township Public Library
Meeting Minutes April 17, 2025

The meeting was held at the Salem Township Public Library. Meeting called to order by Bobbie Grice at 2:05 p.m.

ATTENDING:

Board members: Bobbie Grice and Teresa Paynter were present. Staff members: Craig Shufelt, Director, and Sharee' Dick, Fiscal Officer. Also present was Warren County Assistant Prosecuting Attorney, Kathryn Horvath. Sherry Monroe arrived after the meeting started.

RECOGNITION OF GUESTS AND PUBLIC PARTICIPATION ON AGENDA ITEMS:

Visiting public: Judy Neal

APPROVAL AND SIGNING OF THE MINUTES:

Teresa Paynter made a motion to approve the minutes as submitted of the regular meeting of March 20, 2025 seconded by Bobbie Grice. Board approved.

REPORT OF THE FISCAL OFFICER:

The Fiscal Officer briefed the Board on the March finance reports. Appropriation Report, Fund Summary, Receipts and Payment report that includes payroll for the month. Also presented was the March Bank Reconciliation. Teresa Paynter made a motion to approve the Fiscal Officer's report seconded by Bobbie Grice. Board approved.

The Board discussed hiring Alesa Coletta as a part-time Circulation Assistance at \$15 per hour. The Director advised she would be working 15-17 hours per week. Teresa Paynter made motion to approve the hiring of Alesa Coletta at \$15 per hour, seconded by Bobbie Grice. Board approved.

The Board discussed the funding of the Imagination Library. The Director explained the grant the program received from Warren County and the Warren County libraries' MOU agreement. This will be discussed further at the next regular meeting.

DIRECTORS REPORT: (attached)

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Judy Neal asked about the location of the library's recent property purchase proposal. The Board advised it was approximately three acres (3.04) across from the Little Miami High School, made up of three one-acre parcels.

Kathryn Horvath asked the Board for approval to share the opinion she had given the library on building a new facility in Hamilton Township in relation to the library remaining the Salem Township Public Library and the governance of said library remaining the responsibility of the Salem Township Trustees. She also stated she would like to share the dollar amounts with the Salem Township Trustees regarding the purchase of the Morrow Plaza from the Village of Morrow to the new developers and the purchase price proposal to the library from the developer for a 3.04 acre parcel of the plaza for a new library facility. The Board agreed that these should be shared.

OLD BUSINESS: None

EXECUTIVE SESSION:

Sherry Monroe made a motion to adjourn into executive session per O.R.C. 121.22 (2) to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code seconded by Teresa Paynter. Roll call vote was unanimous in favor. The Board adjourned into executive at 2:45 p.m. Board approved.

Sherry Monroe made motion to reconvene the regular meeting, seconded by Teresa Paynter. All were in favor. The meeting reconvened at 3:40 p.m.

NEW BUSINESS:

Sherry Monroe made a motion to authorize the Director to proceed with a contract with SHP to conduct a feasibility study on the three parcels that the library has agreed to purchase near Little Miami High School. This signed contract is not to exceed \$15,000 and must first be approved by the library prosecutor, seconded by Teresa Paynter. Board approved.

There being no further business, Sherry Monroe made the motion to adjourn, seconded by Teresa Paynter. Meeting adjourned at 3:50 p.m.

NEXT MEETING:

To be held on Thursday, May 8th, 2025 at 2:00 p.m. at the Salem Township Public Library.


Bobbie Grice, President


Sherry Monroe, Trustee/Secretary

The glass pane that had come loose from its seal at the front of the building has been repaired. It was relatively inexpensive (about \$275). No other building issues to report beyond the existing leaks.

We got a notification from Rumpke that they had difficulty accessing our recycling bin due to a branch that was blocking the way. We didn't notice anything at the back of the library, but it looks like they're referring to a tree that is overhanging the lane that runs along the back of the plaza. I'm in touch with the village trying to get clarification to ensure that it's indeed the tree that they're talking about and once that is confirmed, I will reach out to our new landlords to let them know.

I attended the Chamber of Commerce annual dinner at Cartridge Brewing in late April. It was a good chance to meet people and talk about the library, and it's obvious that a lot of parties are interested in where we end up building our new facility.

We have purchased ear buds to give to patrons who want to use them to listen to media on our public computers. We aren't advertising that we have them, but for people who ask we will give them out free of charge. They were only about 30 cents each, and I'd expect that the pack of 100 will probably last us a couple of years.

I was approached by someone in Congressman Greg Landsman's office about having the Congressman use the library as a location for him to meet with his constituents. We were originally looking at May, but due to a scheduling conflict this has been pushed back to June or July. This is something we've never hosted at the library, and I would really like to see us thought of as the place where these types of programs or offerings can be found.

We gave formal approval for SHP to proceed with a feasibility study for the parcels of land on Morrow-Cozaddale. I received this update from Allison yesterday regarding their progress to this point.

Traci Stivers sent over some amended logo ideas that she had worked on using feedback from staff on her initial designs. There seem to be two designs that staff like most, and I have brought these to share with the Board and get input.