

## **Board of Trustees of the Salem Township Public Library Regular Meeting Minutes July 10, 2025**

The meeting was held at the Salem Township Public Library. Meeting called to order by Bobbie Grice at 2:30 p.m.

### **ATTENDING:**

Board members: Bobbie Grice, Sherry Monroe 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.

### **RECOGNITION OF GUESTS AND PUBLIC PARTICIPATION ON AGENDA ITEMS:**

Visiting public: Judy Neal

### **APPROVAL AND SIGNING OF THE MINUTES:**

Sherry Monroe made a motion to approve the minutes as submitted of the regular meeting of June 9, 2025 and special meeting minutes of June 30, 2025, seconded by Teresa Paynter. Board approved.

### **REPORT OF THE FISCAL OFFICER:**

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

The Board discussed revisions to the Staff Handbook with the Fiscal Officer. The Fiscal Officer gave the board the suggested revisions for review. This item will be on the next regular agenda for consideration and approval.

### **NEW BUSINESS**

The Board discussed the amendments to the Warren County Imagination Library MOU. The Director advised the libraries were pausing funding for 025/2026 due to the grant from Warren County. Sherry Monroe made motion to approve the amendments, seconded by Teresa Paynter. Board approved.

The Board discussed the Public Library Funding formula for budget year 2026. Sherry Monroe made a motion to approve the 2026 funding formula, seconded by Teresa Paynter. Board approved.

The Board discussed the lease agreement with Morrow Plaza Investments, LLC. Sherry Monroe made motion to approve the lease, seconded by Teresa Paynter. Board approved.

The Fiscal Officer advised the Board that the 2023-2024 audit had been completed. She said we were only waiting on notification from the Auditor of State's office that it was posted on their website for anyone viewing pleasure.

**DIRECTORS REPORT:** (attached)

**PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** - None

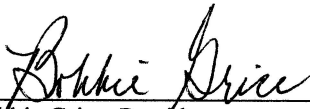
**OLD BUSINESS:** None

**NEW BUSINESS:** None

There being no further business, Sherry Monroe made the motion to adjourn, seconded by Teresa Paynter. Meeting adjourned at 3:45 p.m.

**NEXT MEETING:**

To be held on Thursday, August 7th, 2025 at 2:00 p.m. at the Salem Township Public Library.

  
\_\_\_\_\_  
Bobbie Grice, President

  
\_\_\_\_\_  
Sherry Monroe, Trustee/Secretary