

HARTFORD CITY PUBLIC LIBRARY

Board of Trustees

MAY 21, 2025 Minutes - Regular Meeting

Musser Meeting Room

Meeting was called to order by President Michael Tabor.

ROLL CALL:

PRESENT IN PERSON: Members Dave Bowman, Camille Mealy, Victoria Morones, Michael Tabor; Director Michele Risinger; Admin Jen Holst

ELECTRONIC ATTENDANCE (ZOOM):

ABSENT: Brittaney Dillon (exc), Judy Soddors

MINUTES were approved as presented upon a motion by Camille and seconded by Dave, which carried 4-0.

FINANCIAL REPORTS: Michele is still working with Brittaney to get accounts updated with correct signatories to take care of transfers. Michele will likely start seeding OverDrive with quarterly down payments for content purchases. Washington Twp has cancelled its contract with us going forward.

CIRCULATION REPORT: Film is up substantially; new movies proving popular. Staff will continue stocking more newer items.

PROGRAMS: Story time continues to have good numbers of attendees, and Amy has quite a bit of programming scheduled for Summer Reading.

DIRECTOR'S REPORT: See attached for further details.

1. Michele has interviewed one person so far and has two more on deck to replace Amy when she retires at the end of June, and training will take place throughout June. Angie Ellison will be starting her training with Jolene on May 27.
2. Cameras are now installed. The board requested that Michele add a sign noting surveillance at the covered bridge.
3. Splash pad is expected to be up and running by end of the month.
4. Michele has three new PCs available, two of which will go to the circ desks.
5. We now have Roku sticks with streaming services available for checkout; currently offering Disney/Hulu and Paramount. Service will be cancelled if stick is not returned.
6. The board thanks Jolene and Amy for their years of excellent service and wishes them the best in retirement.
7. Dustin is expected to continue grounds work this year.
8. Treehouse will remain closed until the former chalkboard area is replaced.

ACTION/ DISCUSSION ITEMS

1. A pay adjustment for an employee was approved 4-0 upon a motion by Dave, seconded by Camille.
2. A new hire, pay rate, and insurance was approved 4-0 upon a motion by Camille, seconded by Victoria.

3. Regular Full Time minimum hours was adjusted from 35' to 34' per week (plus Saturdays), with new schedule changing to Monday-Thursday 9-6, Friday-Saturday 9-2; full time employees will work just Monday through Thursday plus one Saturday per month. Board approved this motion by Dave, seconded by Camille, 4-0.
4. Michael moved to vacate the position held by Taylre Floyd, given that she had moved out of the district and planned to be back this meeting, but has been absent since the January meeting. Dave seconded and the motion carried 4-0, so Michael will contact Taylre and Mr. Yencer, Superintendent of Schools, in order to proceed.

CLAIMS & CHECKS

Claims were presented in the amount of

APRIL: Citizens – \$41,018.43 and Via – \$0.

MAY: Citizens - \$31,198.34 and Via - \$0.

TOTAL: Citizens - \$72,216.66 and Via - \$0.

After review by the board, Camille moved to approve the payment of claims and Dave seconded; motion carried 4-0.

Being no further business to come before the board, meeting adjourned.

The next regular board meeting will be June 21, 2025 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this 21st day of June, 2025:












