

Regular Session Meeting
July 28, 2025
4:30 P.M.

Present:

- Anne Britton, Director

Board Members:

- Rhonda McIntyre, President
- Jana Gunter, Treasurer
- Brad Yoder, Member
- Joyce Graybill, Member
- Kelsey Glingie, Member
- Jennifer Heiter, Secretary

Reappointment Date: June 30, 2028

Reappointment Date: December 31, 2027

Reappointment Date: June 30, 2026

Reappointment Date: June 30, 2026

Reappointment Date: July 10, 2029

Reappointment Date: October 15, 2027

Vice-President Cynthia McKenzie (Reappointment Date: May 31, 2027) was absent.

Board President Rhonda McIntyre called the meeting to order at 4:30 P.M.

Monthly Business

Brad Yoder made the motion to approve the June 2025 Board minutes, and Jana Gunter seconded. The motion passed.

Jana Gunter made the motion to approve the July 10, 2025, Executive Session minutes, and Joyce Graybill seconded. The motion passed.

Jennifer Heiter made the motion to approve the bills as presented, and Kelsey Glingie seconded. The motion passed.

There were no transfers.

Director Anne Britton shared her Director's Report, attached.

Ryan Calhoun, Kate Blakely, and Sonia Hernandez shared their recaps of the 2025 Summer Reading Program.

Old Business

Brad Yoder shared his building issues summary:

They are working on the broken, crushed, and covered-in-concrete storm tiles.

The bay window project is completed.

The plumbing issue is one of slope: the plumbing will need to be rerouted to form a more favorable slope. The mop sink drain will need to be rerouted as well.

The Board was given two policy revisions:

Jennifer Heiter made the motion to approve the revised Background Policy, and Rhonda McIntyre seconded. The motion passed.

Brad Yoder made the motion to approve the revised Child and Vulnerable Adult Protection Policy, and Jana Gunter seconded. The policy revision passed.

Budget Update: staff has been in contact with the DLGF (Department of Local Government Finance), and the 2026 Budget should be ready by the August Board meeting. Therefore, we no longer need to seek help from Baker Tilly.

New Business

Anne Britton shared the new organizational flowchart for employees, and she is working on title changes, job descriptions, and wage analysis, which should be coming soon.

Brad Yoder made the motion to pay library employees a part-two stipend for the transition from April 14 to the end of June, when Anne Britton was hired. Jana Gunter seconded, so the three-tier stipend of \$1200/ \$600/ \$300 (Sonia, Ryan, Kate/ Sara, Carly/ all other employees) will remain for this second and final stipend. The Board thanks ALL the employees for stepping up during this transitional time of hiring a new director.

There was a recommendation that we move the possibility of litigation for the plumbing issues from the contractor in the building project to an executive session. More information will be forthcoming.

In the policy for new employees, there is a ninety-day waiting period for insurance to kick in. Jana Gunter made the motion to shorten new director Anne Britton's period to thirty days. Joyce Graybill seconded, and the motion passed. Her library-financed insurance will take effect August 1, 2025. The Board will revisit this policy at a later date.

There being no further business, Joyce Graybill moved that the meeting be adjourned at 5:23 P.M.