

WRIGHT MEMORIAL PUBLIC LIBRARY

Board of Trustees

Organizational Meeting Minutes

January 22, 2024

Wright Memorial Public Library

Call to Order

The Wright Memorial Public Library Board of Trustees met in organizational session on January 22, 2024. President Randale J. Honaker III called the organizational meeting to order at 6:00 p.m.

Board of Trustees Present:

Mr. Randale J. Honaker III, President
Mrs. Jennifer Enseleit, Vice President
Dr. Darrell Crowe
Mr. Bob Eling
Mr. Joseph Fulford
Mrs. Candise Powell

A quorum was declared with six members present.

Others in Attendance:

Mrs. Kristi Hale, Director
Mrs. Brenda Oliver, Fiscal Officer
Mr. Brian Potts, WMPL Operations Coordinator

Oath of Office for Board of Trustee – Mr. Bob Eling (Term 01/01/24-12/31/2030)

Mrs. Kristi Hale, notary public, administered the Oath of Office to Mr. Bob Eling as Board of Trustee Member effective January 1, 2024 through December 31, 2030.

Election and Oath of Office for Officers 2024

- A. Slate of Officers for 2024
1. Randale J. Honaker III, President
 2. Jennifer Enseleit, Vice President
 3. Lu Ann Stanley, Secretary

2024-001 Mr. Fulford moved, seconded by Mr. Eling, to accept the 2024 Slate of Officers as listed

Roll Call: Ayes; Fulford, Honaker, Crowe, Eling, Enseleit, Powell. Nays; None.

B. Oath of Office of newly Elected Officers

Mrs. Kristi Hale, notary public, administered the Oath of Office to Randale J. Honaker III as President and Jennifer Enseleit as Vice President.

Appointment and Oath of Office for Fiscal Officer

2024-002 Dr. Crowe moved, seconded by Mrs. Enseleit, the motion to appoint Brenda Oliver as Fiscal Officer for 2024

Roll Call: Ayes; Fulford, Honaker, Crowe, Eling, Enseleit, Powell. Nays; None.

Mrs. Kristi Hale, notary public, administered the Oath of Office to Brenda Oliver as Fiscal Officer.

Agenda

2024-003 Dr. Crowe moved, seconded by Mrs. Enseleit, to approve the agenda

Roll Call: Ayes; Fulford, Honaker, Crowe, Eling, Enseleit, Powell. Nays; None.

Public Comment

None

Staff Comment/Report

None

Board Committee Appointments and Assignments 2024

Standing Committees:

- A. Facilities Committee – Joseph Fulford, Chair; Bob Eling; Lu Ann Stanley
- B. Finance/Audit Committee – Randale J. Honaker III, Chair; Jennifer Enseleit; Candise Powell
- C. Nominating Committee – Candise Powell, Chair; Darrell Crowe, Randale J. Honaker III
- D. Personnel Committee – Darrell Crowe, Chair; Jennifer Enseleit; Randale J. Honaker III
- E. Policy Committee – Jennifer Enseleit, Chair; Darrell Crowe; Candise Powell

Special Committees:

- F. Communications Committee – Lu Ann Stanley, Chair; Bob Eling; Joseph Fulford
- G. Strategic Planning Committee – Bob Eling, Chair; Joseph Fulford; Lu Ann Stanley

Liaison Appointments:

- H. Library Foundation Liaison – Darrell Crowe
- I. Library Advisory Council Liaison – Joseph Fulford

2024-004 Mrs. Powell motioned, seconded by Mr. Eling, to approve the Board Committee Appointments and Assignments as listed

Roll Call: Ayes; Fulford, Honaker, Crowe, Eling, Enseleit, Powell. Nays; None.

Fiscal Officer Resolutions

2024-005 Mrs. Enseleit motioned, seconded by Mrs. Powell authorizing the Fiscal Officer to invest funds during the year with proceeds distributed, as authorized by the Ohio Revised Code 135, to the General fund

Roll Call: Ayes; Honaker, Enseleit, Crowe, Eling, Fulford, Powell. Nays; None.

2024-006 Mr. Fulford motioned, seconded by Mrs. Powell authorizing the Fiscal Officer to make necessary Appropriation Transfers and Fund-to-Fund Transfers/Advances during 2024 and report to the Board the following month for approval until the 2025 Organizational Meeting

Roll Call: Ayes; Honaker, Enseleit, Crowe, Eling, Fulford, Powell. Nays; None.

2024-007 Mrs. Enseleit motioned, seconded by Mr. Eling to approve the \$50,000 Surety Bond for the Fiscal Officer effective 2024

Roll Call: Ayes; Honaker, Enseleit, Crowe, Eling, Fulford, Powell. Nays; None.

Approval of Library Calendar Closings for 2024 through January 2025

- A. Easter - Sunday, March 31, 2024
- B. Memorial Day - Monday, May 27, 2024
- C. Juneteenth - Wednesday, June 19, 2024
- D. Independence Day - Thursday, July 4, 2024
- E. Labor Day - Monday, September 2, 2024
- F. Staff Development Day - Monday, October 14, 2024
- G. Thanksgiving - Thursday, November 28, 2024
- H. Christmas Eve - Tuesday, December 24, 2024
- I. Christmas Day - Wednesday, December 25, 2024
- J. New Year's Eve - Tuesday, December 31, 2024
- K. New Year's Day - Wednesday, January 1, 2025
- L. Martin Luther King, Jr. Day - Monday, January 20, 2025

2024-008 Dr. Crowe motioned, seconded by Mr. Eling to approve the library calendar closings for 2024 through January 2025

Roll Call: Ayes; Honaker, Enseleit, Crowe, Eling, Fulford, Powell. Nays; None.

Set Date and Time for Board of Trustee Regular Meetings

Third Monday of the Month at 6:00 p.m. except January 2025 (January 27, 2025)

2024-009 Mr. Fulford motioned, seconded by Mrs. Enseleit to approve the BOT regular meetings to be the third Monday of the month at 6:00 p.m. except January 2025 (January 27, 2025)

Roll Call: Ayes; Honaker, Enseleit, Crowe, Eling, Fulford, Powell. Nays; None.

Upcoming Meeting Dates & Announcements

BOT Meeting – Regular Meeting, Monday, January 22, 2024 @ 6:15 p.m. to be held at Wright Memorial Public Library

BOT Meeting – Regular Meeting, Monday, February 19, 2024 @ 6:00 p.m. to be held at Wright Memorial Public Library

Adjournment

Dr. Crowe moved, seconded by Mrs. Enseleit to adjourn the meeting at 6:14 p.m.

Roll Call: Ayes; Honaker, Enseleit, Crowe, Eling, Fulford, Powell. Nays; None.

Respectfully submitted,

Jen Enseleit, Vice President

Randale J. Honaker III, President