

## **Jackson County Public Library**

208 Church St N, Ripley, WV 25271    323 Virginia St. Ravenswood, WV 26164  
Phone:(304) 372-5343 Fax:(304) 372-7935    Phone:(304) 273-5343 Fax:(304)273-5395

# **Jackson County Public Library Board of Trustees Meeting Minutes June 18, 2019 5:30pm Ripley, WV 25271**

### **1.) Call to Order:**

Tandi Martin called the meeting to order at 5:30pm. Jane Cogar seconded the motion. Motion passed.

Present: Tandi Martin, Jane Cogar, Cora Jones, County Commissioner Mike Randolph, John Faria Library Director, Angie Howard, Ravenswood Branch Manager, Kevin Harris, Of Counsel. Absent: Paul Francis, Marquita McIntyre, Jeremy Stover, CPA.

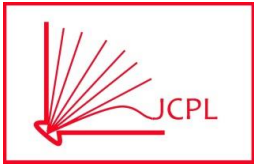
### **2.) Review of the Minutes:**

Tandi Martin made a motion to approve the Board Meeting minutes of May 16, 2019 and April 25, 2019. Jane Cogar seconded. The motion passed.

### **3.) Old Business:**

#### **A.) Endowment Presentation**

James Bates, CPA did the presentation. Informed the Board the library has \$526,693.17 it can spend. Explained that most of the endowments were Permanent funds while four were Secondary Revenue



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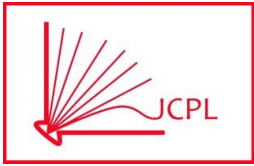
funds. No questions were asked by the Board.

### **B.) Tri-State Matter**

Mr. Harris reported that the matter with Tri-State is settled. The 15 year warranty will be still good and extended for one year under the settlement. Tandi Martin signed the release form and Jane Cogar signed the W-9 form on behalf of the library. The Settlement check for \$5,000.00 is forthcoming. It will cover Mr. Harris's legal fees of \$4,000.00 with \$1,000.00 for damages for the library.

### **C.) FY 2020 Budget**

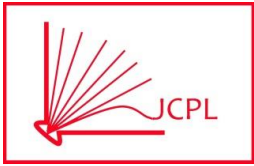
Before discussing the Budget Director Faria reported to the Board that the Endowment Donations line had to be reduced by \$5,000.00 from \$15,000.00 to \$10,000.00 as per the West Virginia Library Commission so it would not negatively impact the Maintenance of Effort. Director Faria then started to make the presentation to the Board of the four Budget variations. At this point Tandi Martin made a motion to pass Budget B. Director Faria indicated that the four Budget variations had to be discussed so the Board could see the impact the increased legal and accounting



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fees would have on the different budget lines. Tandi Martin indicated that the Board had reviewed and discussed the Budget variations before the Board meeting and the Budget had been discussed at a previous Board meeting. Jane Cogar indicated she had reviewed the Budget variations. Tandi Martin then made a motion to approve Budget B. Jane Cogar seconded. The motion passed. Budget B was approved without further discussion by the Board. Director Faria then read out to the Board a list of Ten Recommendations for the Board to consider. Director Faria had informed the Board about these recommendations at a previous Board meeting and added a tenth one via e-mail. Director Faria after reading out the Recommendations distributed printed copies of them to the Board and asked the Board to make a motion to vote on these Ten Recommendations. Tandi Martin did not want to vote on the Ten Recommendations. Kevin Harris then said the Board did not have to vote on it he stated that if Director Faria wanted it voted on it should be on the agenda. Director Faria indicated it was part of the Budget discussion. Cora Jones indicated that some of the Recommendations were followed such as the pay increases for staff. The



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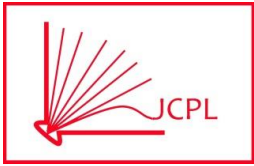
Board decided not to make a motion to vote on Director Faria's Ten Recommendations, however the Board did decide to attach the Ten Recommendations to the minutes. The Board then discussed the situation with the accountant Jeremy Stover having resigned. Tandi Martin suggested the Board go with Calculated Business Solutions. The Board decided to hire Calculated Business Solutions to do the bookkeeping for the Library. Director Faria was then asked to contact Jill Adams of Calculated Business Solutions and give her the list of Jeremy Stover's accounting responsibilities that was sent to Director Faria by e-mail. Director Faria then asked if Jill Adams was an accountant. He was informed by the Board that she was a Bookkeeper.

### **4.) New Business:**

#### **A.) Library Cooperative**

Director Faria reported to the Board about the new Library Regional Cooperative being established by the West Virginia Library Commission. The library will be one of ten public library systems sharing resources in this cooperative.

#### **B.) WV Reads**



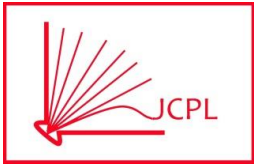
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Director Faria reported to the Board that he is now Chair of WV Reads an e-book consortium of 20 public libraries in this area of West Virginia. He will be working closely with Overdrive the major e-book platform, other library directors, organizing WV Reads meetings at WVLA Conference, and assisting other public libraries having difficulty developing their e-book collections or wanting to join the consortium.

### **C.) Board Vacancy**

Jane Cogar term on the Board expires June 30, 2019. Director Faria made a recommendation that Suzie McGinley, a retired librarian be considered for the Board. Tandi Martin made a recommendation that Lois Beam a retired banker be appointed to the Board. The Board could not make a decision. Tandi Martin then made a motion to go into Executive Session at 6:21pm to discuss the board vacancy further. Jane Cogar seconded. Motion passed. Discussion took place. Jane Cogar made a motion to go out of Executive Session at 6:25pm. Tandi Martin seconded. Motion passed. County Commissioner Randolph and Kevin Harris, Of Counsel also sat in on the Executive Session although they are not Board members and were not asked to stay. Tandi Martin made a motion to appoint



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Lois Beam to the Board. Cora Jones seconded. Motion passed.

### **5.) Financial Report**

Jeremy Stover, CPA was absent so no report was given.

**Communication and Correspondence:** None.

### **Public Comment:**

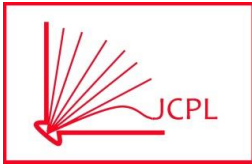
Angie Howard, Ravenswood Branch Manager and the entire Jackson County Public Library staff wanted to have letters that they wrote to the Board of Trustees read into the record. Tandi Martin said she did not understand in what context the letters were written and the letters were not heard. The Board decided to read the letters in private and decide on what to do at the next meeting.

Doris Waybright:

“There should not have been any yelling at the previous Board meeting. In all the meetings she was involved in in the past or her husband was involved in there was never any yelling. The staff are also poorly paid and are struggling”.

Maxine Landfried:

“She was just hearing about the controversy at the previous meeting. She is very concerned about the



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endowments not being handled properly. She had been on the Library Board from 1989-1995 and had the minutes from that time with her.

### **Adjourn:**

Tandi Martin made a motion to adjourn at 6:39pm. Cora Jones seconded. Motion passed.

The next meeting will be on Thursday July 18, 2019 at 5:30pm at Ravenswood.

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Tandi Martin  
Interim President

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Jane Cogar  
Secretary/ Treasurer