



## **Jackson County Public Library**

208 Church St N, Ripley, WV 25271    323 Virginia St. Ravenswood, WV 26164  
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### **Jackson County Public Library Board of Trustees Meeting Minutes August 20, 2020 Ravenswood, WV 25271**

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

Suzy McGinley called the meeting to order at 6:03 pm.  
Present: Suzy McGinley, Denise Toler, Grace Arthur, Savanna Whited, John Faria (Library Director), Angela Howard (Ravenswood Branch Manager) Jamie Sheppard (Accountant).

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

July Minutes – Board has reviewed the minutes in Dropbox. Denise Toler made a motion to pass the minutes. Savanna Whited 2nd the motion. Motion passed.

#### **3.) New Business:**

##### **A.) Reopening Report**

John Faria stated that everything continues to proceed well.

##### **B.) State Grant Direct Deposit**

Denise Toler made a motion to allow the State Grant to now be direct deposited moving forward. Savanna Whited seconded the motion.

##### **C.) Annual Reoprt Completed**

John Faria stated that the annual report has been completed.

**D.) Ravenswood Roof Bid**

The board discussed rewording the bid and to have it also advertised on the website, radio and Facebook.

**E.) Cares Act**

John Faria stated that he is going to apply for the cares act to see if the JCPL will qualify for any assistance.

**F.) Monthly Statistical Report**

Will now be added to the Dropbox monthly.

**G.) Perry and Associates Audit Report FY 2019**

Was given to board members to review.

**H.) Credit Card**

Grace Arthur made a motion to request a credit limit increase from \$1,000.00 to \$1,500.00 per card dollars monthly. Denise Toler seconded the motion.

**I.) Monthly Meeting Schedule**

Suzy McGinley made a motion to move the board meetings to the fourth Thursday of every month. Savanna Whited seconded the motion.

**4.) Financial Report:**

**Jamie Sheppard, gave report.**

Grace Arthur made a motion to approve the financial reports from July 2020. Suzy McGinley 2<sup>nd</sup> the motion. Motion Passed. Also, in order to assure that Jamie Shepard has access to a scanner. Denise Toler made a motion for 2 Printer/Copy/Scanners be purchased for office use. Grace Arthur seconded the motion

**5.) Public Comment:**

Carla Long wanted to further explain the issues with the single scanner/printer at the Ripley Library and express her concern for Jamie Sheppard and her abilities to scan and upload items to dropbox with in the time restraints. These things were addressed and adjusted by the motion to purchase the new office equipment and by changing the recurring date of the monthly meetings.

**Adjourn:**

Denise Toler made a motion to adjourn at 7:30 pm.  
Savanna Whited seconded. The meeting adjourned.

Next meeting on Thursday September 24, 2020 at 6:00pm  
in Ripley.

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Suzy McGinley  
Board President

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Savanna Whited  
Secretary