

**Minutes  
Board of Trustees  
Licking County Library  
Special Board Meeting  
January 10, 2022**

The Board of Trustees met in special session on Monday, January 10, 2022 in the 2<sup>nd</sup> Floor Conference Room at the Downtown Library. President Mr. Thad Claggett called the meeting to order at 4:00 p.m. The following trustees answered the roll call of President Mr. Thad Claggett: Mrs. Ruth Campolo, Mrs. Kathy Myers, Mr. Barry Riley, Mrs. Debbie Seibel, and Mr. Thad Claggett.

Excused: Sarah Russell

Staff Present: Susanne Sacchetti, Director; Sandra Lodge, Fiscal Officer; Tracey Wolfle, Human Resources Manager; Tracy Groves, Executive Assistant; Kerrill Foster, Deputy Fiscal Officer; Laura Appleman, Community Engagement Manager; Julia Walden, Extended Services Manager; Rhonda Adams, Mobile Services Supervisor; and Craig Snyder, Head of Building Services.

Also Present: William McCoy

Adoption of Agenda

Mrs. Seibel MOVED and Mr. Riley SECONDED to adopt the agenda as presented. Roll Call: Mrs. Campolo, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

022-001  
Adoption of  
Agenda

Appointment of New Board Member

Sandra Lodge, notary public, administered the Oath of Office to Mr. William McCoy upon his appointment to the Licking County Library Board of Trustees, commencing December 1, 2021 and ending August 31, 2028.

Public Comments

None

Appointment of Officers

Mr. Claggett asked for nominations of officers for 2022. Mr. Riley MOVED and Mrs. Myers SECONDED that the officers remain the same as 2021. Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

022-002  
Approval of  
Officers for  
2022

President: Thaddeus Claggett  
Vice President: Kathy Myers  
Secretary: Ruth Campolo

Appointment of Standing Committees

The Board of Trustees unanimously agreed that the following 2022 Standing Committees be approved: Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Finance Committee

Debbie Seibel, *chair*  
Sarah Russell  
Will McCoy  
Barry Riley  
Thaddeus Claggett, ex officio (voting)  
Susanne Sacchetti, ex officio (non-voting)  
Sandra Lodge, ex officio (non-voting)

Personnel Committee

Barry Riley, *chair*  
Ruth Campolo  
Debbie Seibel  
Will McCoy  
Thaddeus Claggett, ex officio (voting)  
Susanne Sacchetti, ex officio (non-voting)  
Sandra Lodge, ex officio (non-voting)  
Tracey Wolfle, ex officio (non-voting)

Building & Grounds Committee

Sarah Russell, *chair*  
Barry Riley  
Kathy Myers  
Thaddeus Claggett, ex officio (voting)  
Susanne Sacchetti, ex officio (non-voting)  
Sandra Lodge, ex officio (non-voting)  
Craig Snyder, ex officio (non-voting)

Marketing & Library Services

Ruth Campolo, *chair*  
Kathy Myers  
Will McCoy  
Thaddeus Claggett, ex officio (voting)  
Susanne Sacchetti, ex officio (non-voting)  
Sandra Lodge, ex officio (non-voting)  
Laura Appleman, ex officio (non-voting)

022-003  
Appointment  
of Standing  
Committees

Appointment of Fiscal Officer & Deputy Fiscal Officer; Execution of Bond; and Oath of Office

Mr. Riley MOVED and Mr. Myers SECONDED that Sandra Lodge be reappointed to serve as Fiscal Officer at her current salary and posting a \$250,000.00 surety bond and Kerrill Foster be reappointed to Deputy Fiscal Officer at her current salary and posting a \$250,000.00 surety bond. Mr. McCoy, notary public, administered the Oath of Office to the Fiscal Officer and Deputy Fiscal Officer. Roll Call: Mrs. Campolo Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Debbie Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

022-004  
Reappointment  
of Fiscal Officer  
and Deputy  
Fiscal Officer

Appointment of Purchasing Agent & Deputy Purchasing Agent

Mr. Riley MOVED and Mrs. Campolo SECONDED to reappoint Director, Susanne Sacchetti as Purchasing Agent and Fiscal Officer, Sandra Lodge as Deputy Purchasing Agent. Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

022-005  
Reappointment  
of Purchasing  
Agent & Deputy  
Purchasing  
Agent

Approval of 2021 Board Calendar

Mrs. Myers MOVED and Mr. Riley SECONDED to approve the 2022 Board and Committee dates. Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

022-006  
Approval of  
Board  
Calendar

List of Board and Committee Dates

All meetings on third Wednesdays of the month at 4:00 p.m. in the Conference Room on the 2<sup>nd</sup> Floor of the Downtown Library unless otherwise noted.

January 19, 2022  
Board of Trustees

February 16, 2022  
Finance Committee

March 16, 2022  
Board of Trustees

April 20, 2022  
Finance Committee

May 18, 2022  
Board of Trustees

June 15, 2022  
Finance Committee

July 20, 2022  
Board of Trustees

August 17, 2022  
Finance Committee

September 21, 2022  
Board of Trustees

October 19, 2022  
Finance Committee

November 16, 2022\*  
Public Records Commission 3:45 p.m.  
Board of Trustees

December 21, 2022  
Finance Committee

Minutes for the Board Meeting, November 17, 2021

Mrs. Seibel MOVED and Mr. Riley SECONDED to approve the Regular Business Meeting Minutes of November 17, 2021. Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Abstain; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Bookmobile Quotes

Mr. Riley MOVED and Mr. McCoy SECONDED to approve up to \$440,000 for the purchase of a new bookmobile. Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Cargo Van Purchase

Kathy Myers MOVED and Ruth Campolo SECONDED to approve up to \$50,000 for the purchase of a cargo van. Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; Mrs. Seibel, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Old Business

None

New Business

None

Executive Session to Discuss Compensation of a Public Employee

Mr. Riley MOVED and Mrs. Myers SECONDED that the Board go into executive session at 4:40 p.m. to discuss the compensation of public employees. Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

Upon reconvening in public session at 5:30 p.m. Mr. Riley MOVED and Mrs. Campolo SECONDED that the Director implement the reorganization plan discussed in executive session. Roll Call: Mrs. Campolo, Yes; Mr. McCoy, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Claggett, Yes. The President declared the motion passed.

022-007  
Approval of  
Regular  
Business  
Meeting  
Minutes

022-008  
Approval to  
Spend up to  
\$440,000.00  
for Bookmobile

022-009  
Approval to  
Spend up to  
\$50,000.00  
for Cargo Van

022-010  
Approval to  
Into Executive  
Session

022-011  
Approval to  
Implement  
Reorganization  
Plan

There being no further business, the President declared the meeting adjourned at 5:34 p.m.

The next Regular Business Meeting is Wednesday, March 16, 2022.

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President

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Secretary