

Guernsey Memorial Library  
Board of Trustees Meeting  
April 10, 2025

Attendance: P. Giltner, L. Chwazik, D. Miner, A. Eaton, P. Wolford, L. Mealing,  
J. Clement, C. Dalrymple, K. Hazen

Meeting called to order by President P. Giltner at 6:30 pm.

Minutes of the March 13, 2025 meeting were unanimously approved upon a motion by  
A. Eaton. 2nd L. Mealing.

**Treasurer's Report: W. Burdick (Attached)**

Income: 78% of the projected revenue has been received. \$87,337.50 received from tax  
payment.

Disbursements: As of month end, 55% of the budget has been spent and 76% of the  
budget has been spent or encumbered.

The treasurer's report was unanimously approved upon a motion by J. Clement.  
2nd D. Miner.

The Bills were paid upon a motion by A. Eaton. 2nd D. Miner Unanimously approved.

**Budget Transfers:**

\$810.00 from L7410.406 Contracted Services to L7410.42 Postage.

Purchase of pre-stamped envelopes

\$2,500.00 from L7410.406 Contracted Services to L7410.431 Electricity. Price Increase.

\$1,000.00 from :L7410.406 Contracted Services to L7410.432 Fuel. Price Increase.

\$1,148.07 from L7410.406 Contracted Services to L7410.452 subscriptions.

Addition of Washington Post

\$1,105.47 from L7410.406 Contracted Services to L7410.452 Subscriptions.

Cost of Pro Quest.

Transfers approved upon a motion by L. Chwazik. 2nd A. Eaton

**Director's Report: C. Dalrymple (Attached)**

Excellent Book Sale.

Local History deletions listed were unanimously approved upon a motion by  
L. Chwazik. 2nd. A. Eaton.

**Children's Librarian: K. Hazen (Attached)**

Spring has arrived at the Children's area.

A suggestion was made to try a Gaming Club for young people.(or anyone?)

**Board:**

Evaluations are due.

Questions arose about Local History policy and the contents of the Higley bequest for the Local History Room

**Unfinished Business:**

Proposed Budget for 2025-2026 was approved last month. It will stand as there have been no changes to the Health Insurance costs.

RFP has gone out for an audit. Bids will be opened in May.

Plumbing Project bids to replace cast iron pipe were received and opened

Avolio Brothers \$35,200.00

Fancher: received but late and not on paper.

It was decided to forego doing the project at this time.

**Paving Project:**

Principle Design awarded the contract to Kelly Paving for \$58,250. This bid was unanimously approved upon a motion by D. Miner. 2nd L. Chwazik.

**New Business:**

A copy of the Lease Agreement with the School District was perused and discussed.

Several points need clarification. More discussion next month.

A motion to replace 5 desk top computers at a cost of \$5,176.25 from FCLS/Red Barn was unanimously approved upon a motion by L. Chwazik. 2nd J. Clement. No key boards, mice or monitors will be purchased. Wifi cards, Microsoft Office 219 and Windows II will be installed. If Red Barn is not a state contract, the order will have to be put out for 3 bids.

A motion to adjourn to Executive Session to discuss personnel matters was made by D. Miner. 2nd L. Mealing at 7:15 pm. Unanimously approved.

The Executive Session was adjourned at 7:27 pm upon a motion by D. Miner. 2nd L. Chwazik. Unanimously Approved.

As there was no further business, the meeting adjourned at 7:30 pm upon a motion by D. Miner. 2nd. J. Clement.

Jane S. Clement, secretary