

## Record of Proceedings

**Adams County Public Library  
Board of Trustees Regular Meeting  
Peebles Public Library  
November 12, 2025– 5:30 p.m.**

The Adams County Public Library Board of Trustees met on November 12, 2025, at 5:30 p.m. for a regular meeting at Peebles Public Library.

Phil Rhonemus called the meeting to order. Members present were Linda Stepp, Elaine Lafferty, Linda Worley, Sarah Shelton, Kayla Bowman, and Holly Johnson. Others present were Executive Director Nicholas Slone and Fiscal Officer Steven Harris.

There was no public participation.

Minutes of the previous Board of Trustees meeting were reviewed and discussed.

**Motion #1** made by Linda Stepp, second by Elaine Lafferty, **to approve the minutes of the regular meeting held October 8, 2025.** Motion carried. All yeas.

### **Report of Fiscal Officer**

Steven discussed the October 2025 financial reports and asked if the board had any questions regarding the reports.

**Motion #2** made by Holly Johnson, second by Kayla Bowman, **to accept the financial reports of the Fiscal Officer and approve the payment of bills.** Motion carried. All yeas.

Linda Stepp asked if we have heard anything from the IRS regarding the Form 941 tax deposit issue. I informed that we have responded and requested waiver of any penalties but have not heard anything at this time.

The Nominating Committee of the ACPL Board of Trustees will include Holly Johnson (Chair), Kayla Bowman, and Elaine Lafferty. They will have officer nominations for the December meeting.

### **Report of Executive Director**

The monthly library reports submitted by the Executive Director were reviewed and discussed.

Our old file server went down in October but all files were recovered. We are getting ready to begin cybersecurity training with an estimated completion of March 2026.

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The Imagination Library enrollments are up due to the new checkbox on birth certificate applications. The December Imagination Library cost will be covered in full on a statewide basis.

**Motion #3** made by Sarah Shelton, second by Linda Worley, **to accept donations, acknowledge volunteer services, and to approve library support group activities as requested.** Motion carried. All yeas.

Nick will be applying for the Edge of Appalachia grant on behalf of Leadership Adams for the Imagination Library.

Nick discussed House Bill 137 which was voted out of committee. If passed, it could prevent library levies from being placed on the ballot if the county commissioners so choose.

### Old Business

The November 2026 board meeting will be held on Monday, November 9, 2026 due to the regular meeting date being on Veteran's Day.

### New Business

Holly Johnson informed the board the North Adams Friends have approached an architect to prepare plans for a turn-key shelter house at the North Adams Library. The North Adams Friends would fund and manage the construction. The library board would have to approve the project and Nick wants to discuss the proposed project with legal counsel to prevent any potential legal issues, especially related to the bidding requirements.

Holly also informed the board that the North Adams Friends of the Library is going to provide snacks for the library programs.

**Motion #4** made by Holly Johnson, second by Linda Stepp, **to approve the official holidays for 2026 and amend the Official Holidays for 2026 to include President's Day as recommended by the Executive Director.** Motion carried. All yeas.

**Motion #5** made by Holly Johnson, second by Linda Stepp, **to approve the employee medical insurance plan (Medical Mutual of Ohio COSE MEWA PPO 30-5000) of which there is a premium increase of 2.50% with an HRA as recommended by the Executive Director.** Motion carried. All yeas.

**Motion #6** made by Elaine Lafferty, second by Holly Johnson, **to approve an early closure at 3 p.m. on December 11, 2025 for a staff development and to close on Monday, October 12, 2026, for staff development.** Motion carried. All yeas.

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Phil suggested that we try to put some type of staff highlights in the newspaper.

### **Adjournment**

**Motion #8** made by Linda Worley, second by Sarah Shelton, **to adjourn the meeting.**  
The board will meet in regular session at the West Union Public Library on Wednesday, December 10, 2025 at 5:30 p.m.

**Secretary**

**President**