

Selover Public Library

Board of Trustees Organizational Meeting Minutes

Held December 17, 2025

The Selover Public Library Board of Trustees met at the library on Wednesday, December 17, 2025 for their annual reorganizational meeting. In attendance were Charlotte Chipps, Joyce Hudson-Ray, Jon Jensen, Jeff Jordan, Ronda Siegfried, Candace Thompson, Kristin Weaver and Director Martha Wall.

President Jon Jensen called the meeting to order at 6:34 P.M. following their regular monthly meeting.

The agenda was accepted.

25-28: Jon Jensen made a motion to appoint Jeff Jordan as Fiscal Officer for a one year term beginning January 1, 2026 (per ORC 3375.32). Ronda Siegfried seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – abstain, Siegfried – aye, Thompson – aye, Weaver – aye.

The oral oath of office was read to Fiscal Officer Jeff Jordan by Jon Jensen, Trustee and Notary Public.

Jon: "Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as the fiscal officer of the Selover Public Library, Morrow County, Ohio to the best of your abilities and in accordance with the laws now in effect and herein after to be enacted, during your continuance in said office and until your successor is elected and qualified?"

Jeff: "I do."

The oral oath of office was read to Ronda Siegfried, Trustee, by Jon Jensen for her term ending 12/31/2029.

Jon: "Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio; that you will faithfully and impartially discharge your duties as trustee of the Selover Public Library, Morrow County, Ohio to the best of your abilities and in accordance with the laws now in effect and herein after to be enacted, during your continuance in said office and until your successor is elected and qualified?"

Ronda: "I do."

25-29: Charlotte Chipps made a motion to elect Jon Jensen as President of the Board of Trustees for a one year term beginning January 1, 2026 (per ORC 3375.32). Ronda Siegfried seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – abstain, Jordan – aye, Siegfried – aye, Thompson – aye, Weaver – aye.

25-30: Charlotte Chipps made a motion to elect Candace Thompson as Vice President of the Board of Trustees for a one year term beginning January 1, 2026 (per ORC 3375.32). Ronda Siegfried

seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – aye, Siegfried – aye, Thompson – abstain, Weaver – aye.

25-31: Charlotte Chipps made a motion to elect Kristin Weaver as Secretary of the Board of Trustees for a one year term beginning January 1, 2026 (per ORC 3375.32). Ronda Siegfried seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – aye, Siegfried – aye, Thompson – aye, Weaver – abstain.

25-32: Charlotte Chips made a motion to approve the following eight previously discussed items that are listed on the consent agenda:

1. Approve depository of public funds with Park National Bank (Checking)
2. Approve investment of funds with StarOhio administered by the Ohio Treasurer of State
3. Authorize Fiscal Officer to invest public funds and pay bills for the library
4. Transfer of funds from General Fund to Building Fund:
 - a. Fiscal officer recommends no transfer to the Building Fund (Fund currently has over \$11,000).
5. Bond for fiscal officer/employee dishonesty and faithful performance of duty policy (ORC 3.061) – held with Rinehart, Walters and Danner Insurance (Mansfield, OH)
6. Authorize fiscal officer to set mileage reimbursement rate for employees at IRS rate (has not been determined by IRS as of the date of meeting)
 - a. Rate for 2025 is 70 cents per mile (estimates appear to be between 71 and 73 cents per mile as of the date of the meeting)
7. Library hours:
 - a. Currently: Tuesday, Wednesday, Thursday – 10 am to 7 pm; Friday – 10 am to 5 pm; Saturday 10 am to 3 pm; Sunday and Monday - closed
 - b. Proposed: No change to the library hours currently in place
8. Library holidays: (closed all day)
 - a. New Year's Day (Thursday)
 - b. Memorial Day (Monday 25 th)
 - c. Independence Day (July 4) (Saturday)
 - d. Labor Day (Monday 7 th)
 - e. Thanksgiving Day and day after (26 th and 27 th)
 - f. Christmas Eve, Christmas Day and day after (Thursday, Friday, Saturday)
 - g. New Year's Eve (Thursday)

The board began discussing salaries for the upcoming year. Director Martha Wall and Fiscal Officer Jeff Jordan were excused from discussions when their respective salaries were discussed.

25-33: Ronda Siegfried made a motion to keep the starting salary for new librarians at \$13.50 per hour and to increase librarian wages \$.50 per hour according to the following schedule, effective January 1, 2026. Joyce Hudson-Ray seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – aye, Siegfried – aye, Thompson – aye, Weaver – aye.

Librarian	Rate Per Hour	Holidays	Vacation
Julie Brown	\$17.00	5	10
Ally Colley	\$13.50	0	0
Abby Hawk	\$14.00	1	1
Connie Henthorn	\$24.00	10	15
Brielle Kincaid	\$18.50	7	10
Hope Messmer	\$17.00	6	10
Lindsay Starcher	\$14.50	1	1
Mark Tingley	\$15.50	3	5
Alan Wall	\$21.00	10	15
Kelsey Ware	\$13.50	0	0

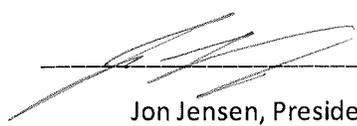
25-34: Jon Jensen made a motion to increase Fiscal Officer Jeff Jordan’s salary to \$27,000 (holiday pay and vacation pay are currently included in the salary). Candace Thompson seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – abstain, Siegfried – aye, Thompson – aye, Weaver – aye.

25-35: Charlotte Chipps made a motion to increase Director Martha Wall’s hourly rate to \$26.50, effective January 1, 2025. Director Wall has also earned 10 holidays and 15 vacation days. Jon Jensen seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – aye, Siegfried – aye, Thompson – aye, Weaver – aye.

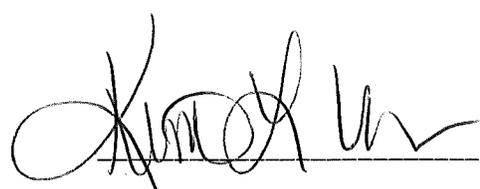
25-36: Candace Thompson made a motion to accept the appropriations for fiscal year 2026 as presented by the fiscal officer. Ronda Siegfried seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – aye, Siegfried – aye, Thompson – aye, Weaver – aye.

25-37: Jon Jensen made a motion to set the date and time of the regular monthly board meetings as the third Wednesday of each month at 6:00 P.M. at the library, with the exception of the December 16th, 2026 meeting. The December 16th, 2026 regular monthly meeting will begin at 5:00 P.M. and the reorganizational meeting for fiscal year 2027 will immediately follow the monthly meeting. Jeff Jordan seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – aye, Siegfried – aye, Thompson – aye, Weaver – aye.

25-38: Jon Jensen made a motion to adjourn the reorganizational meeting at 7:36 P.M. Ronda Siegfried seconded the motion. Motion passed with Chipps – aye, Hudson-Ray – aye, Jensen – aye, Jordan – aye, Siegfried – aye, Thompson – aye, Weaver – aye.



 Jon Jensen, President



 Kristin Weaver, Secretary