MINUTES
BOARD OF TRUSTEES MEETING
JULY 15, 2026
WEDNESDAY, 4:15 PM

BOARD MEMBERS PRESENT: Anthony Werner, Chairman; Gregory Marquart, Secretary/Treasurer; Jimmie McCamic, Edward Phillips

BOARD MEMBERS ABSENT: Cheryl Harshman

ALSO PRESENT: Amy Kastigar, Director; Amanda Berisford, Administrative Assistant; Charles A. Julian, President of the Friends of the Ohio County Library

CALL TO ORDER: Mr. Werner called the meeting to order at 4:15 pm.

MINUTES: Mrs. McCamic moved to approve the Board Meeting Minutes of June 17, 2026, as tendered. Mr. Marquart seconded the motion.

VOTE:	Mr. Werner	YES
	Mr. Marquart	YES
	Mrs. McCamic	YES
	Mr. Phillips	YES

FINANCIAL REPORT:

WesBanco Operating Account #2 Checking		$	8,543.18
WesBanco Payroll Account Checking			0.00
WesBanco Capital Money Market Savings			281,610.38
WesBanco Operating Money Market Savings			661,167.97
WesBanco UOVHR Fund Account Checking			7,305.28
Main Street Bank Archive Nonprofit Savings			49,861.82
WesBanco Operating CD			126,470.35
Main Street Bank Operating CD			126,277.77
Main Street Bank Capital CD			122,721.19
	TOTAL	**$**	**1,383,957.94**

Revenue received: June 2026

County Commission	$	163,597.50
Board of Education		161,191.38
State Basic Grants-in-aid		0.00
Overdue Fees		376.85
Photocopies		1,216.15

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Contributions			6,092.78
Interest Earned			659.34
Endowment Interest			0.00
Book Sale			167.00
Out of State Patrons			65.00
Retail Items			349.99
Archive Fund Interest (May 2026)			4.24
	TOTAL	**$**	**333,720.23**

CONTRIBUTIONS:

Memorial Contributions			
Rouzbeh Yassini-Fard	$	5,000.00	
In memory of Dr. H. Yassini			
Diane McCulloch			
In memory of Mary Jones			150.00
General Contributions			
Kelly Mummert			90.00
Patricia Jeffers			100.00
Jean Archer			100.00
Grow Ohio Valley			289.25
Anonymous			363.53
TOTAL		**$**	**6,092.78**

INVOICES: June 2026

Operating #2 Account		$	154,537.43
Transfer to Payroll			54,209.09
Capital Fund			23,226.25
Operating #2 Account Voided Check		-	2,412.77
	TOTAL	**$**	**229,560.00**

WARRANTS: June 2026

Operating #2 Account		$	154,537.43
Warrants #35171 - #35239			
Transfer to Payroll			54,209.09
Capital Fund			23,226.25
Warrant #732			
Operating #2 Account Voided Check		-	2,412.77
Warrants #35142, #35192, #35196, #35058, #34857, #34964, 35023			
	TOTAL	**$**	**229,560.00**

VERIFICATIONS:

Total **Operating Balances** as of May 2026	$	542,569.72
+ June 2026 Revenue		333,720.23
- June 2026 Expenditures		229,560.00

	SUBTOTAL	**$**	**646,729.95**
WesBanco Bank Operating CD			126,470.35
Main Street Bank Operating CD			126,277.77
Main Street Bank Capital CD			122,721.19
	CD SUBTOTAL	**$**	**375,469.31**
Capital Balance as of May 2026			**304,595.82**
Archive Fund Balance as of May 2026			**49,857.58**
UOVHR Fund Balance as of May 2026			**7,305.28**
	TOTAL	**$**	**1,383,957.94**

INVOICES AND WARRANTS: Mr. Marquart moved to approve the June Financial Report as presented. Mr. Phillips seconded.

VOTE:	Mr. Werner	YES
	Mr. Marquart	YES
	Mrs. McCamic	YES
	Mr. Phillips	YES

PUBLIC INPUT/PRESENTATIONS: Ms. Kastigar reported that she had been contacted by Howard Franklin, a patron who was banned from the Library in 2022. She stated that Mr. Franklin indicated he had sent a letter to the Board requesting reconsideration of his Library privileges. Mr. Werner stated that, upon receipt of Mr. Franklin's letter, the trustees would review the circumstances surrounding the original incident and determine whether any action regarding his Library privileges is warranted.

Ms. Kastigar reported that Brenda Miller, Ohio County Circuit Court Clerk, will retire effective August 28, 2026. She stated that Ms. Miller advised her that her successor will have the necessary information regarding future Board member appointments.

Mr. Julian reported that the Treasurer of the Friends of the Ohio County Public Library delivered a $4,000 donation to the Library in support of the 2026 Summer Reading Program.

ANNOUNCEMENTS: There were no announcements.

DIRECTOR'S REPORT: Ms. Kastigar reported on the following:

The May distribution from the Ohio County Commission in the amount of $163,597.50 and the June distribution totaling $10,045.41 have been received. The May distribution from the Board of Education in the amount of $130,330.86 has also been received.

Johnson Boiler Works was contacted after the Library's air conditioning compressors began experiencing issues during the recent period of hot and humid weather. The system operated in manual mode for several days because two compressors failed to engage automatically. Although technicians restored the automatic function, the Library continues to experience elevated humidity levels throughout the building. As a precaution, a dehumidifier has been installed in the Archives Room to help protect the collection. The original unit proved to be defective and was replaced. Johnson Boiler Works is scheduled to return on Friday to further investigate and address the humidity issue.

Summer programming is in full swing with Summer Reading, Lunch with Books, and People's University. Library staff will also be participating in several community outreach events over the coming weeks. OCPL will be represented at the YWCA Mini-Con on July 25, ArtsFest on August 1, and the Youth Services System Fair on August 13.

With the completion of the Wheeling Cityscape project, Appalachian Tree Service will return to complete the stump grinding associated with the tree removal performed earlier this year. The company will also remove the tree located outside the 16th Street entrance to accommodate construction of the new elevator addition.

The America 250 display has been installed on the Library's main floor. A virtual tour of the exhibit is available on the Library's website.

OLD BUSINESS:

ELEVATOR/FAMILY RESTROOM PROJECT UPDATE
M&G Architects held a project milestone meeting on July 6 as part of the 60% design submission review for the elevator and family restroom project. During the meeting, the project finishes were finalized. The architects identified brick that closely matches the Library's existing exterior masonry for the elevator addition. They also selected a slate flooring material that, while not an exact match, complements the building's original slate floors. A light fixture coordinating with the existing fixture above the Circulation Desk was chosen for the new elevator lobby, and flooring and wall finishes were selected for the new elevator vestibule and lower-level family restroom.

The next project milestone meeting is scheduled for August 7 at 11:00 am in the Library Board Room and will focus on the 90% design submission review.

NEW BUSINESS:

ANNUAL CAPITAL IMPROVEMENTS PRIORITY LIST
Ms. Kastigar distributed the proposed Fiscal Year 2026-2027 Capital Improvements list to the trustees prior to the meeting. She explained that, due to the ongoing Elevator and Family Restroom Project, several capital improvement projects identified during the previous fiscal year were deferred and have been carried forward to the current year's plan.

The carryover projects include replacing the existing workstations in the Technical Services Department with modern, functional workstations. The current desks and partitions, which date to approximately 1972, no longer adequately meet the operational needs of staff. The plan also includes cosmetic improvements to the Library's landscaping along the 16th Street and Eoff Street exteriors. Ms. Kastigar stated that she would like to enhance the Library's outdoor spaces with attractive landscaping and/or public art that complement the facility and provide a welcoming environment for visitors.

Ms. Kastigar also discussed a potential addition to this year's Capital Improvements Plan. Because new flooring will be installed as part of the Family Restroom Project, she would like to investigate the cost-effectiveness of replacing the existing flooring in the adjacent women's restroom at the same time.

Ms. Kastigar stated that she would begin soliciting proposals for the proposed landscaping improvements and would provide the Board with an update at the August meeting, including any proposals received.

There being no further business, Mr. Phillips moved to adjourn the meeting at 4:42 pm. Mr. Marquart seconded the motion.

VOTE:	Mr. Werner	YES
	Mr. Marquart	YES
	Mrs. McCamic	YES
	Mr. Phillips	YES

Respectfully submitted,

Amanda Berisford

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Administrative Assistant