



## Ad Hoc Committee on Regulations *Meeting Minutes*

**Date:** May 1, 2025  
**Time:** 6:30-8:00  
**Location:** Archives

**Attendees:** *Called to order at 6:39 pm*

Library Administration		Board		Members of The Public
x	Leslie Polott	x	Carleen Welch, Chair	Hillary Sullivan - Hudson League of Women Voters
		x	Sam Barnett	
		x	Basil Musnuff-ex officio	

AGENDA	
<p><b>House Bill 257 Virtual Meetings</b></p>	<ul style="list-style-type: none"> <li>ORC section 121.221</li> <li>Virtual Meeting exceptions, definitions</li> </ul>
	<p>Ohio revised code has always stated that meetings be in person. This was relaxed during COVID and recently ORC has been revised to allow virtual meetings, so entire meeting can be virtual as we did during COVID. It does permit remote attendance, but we need to have a policy in effect.</p> <p>Our first task is to discuss and prepare a policy. Creating a policy will allow flexibility for Trustees and members of the public.</p> <p>Committee discussed options of virtual, hybrid and other approaches. Agreed we should avoid virtual Executive sessions, even though we could do it and put people in waiting rooms. We will need to review limitations to Zoom for the number of people that can connect to the meeting.</p> <p>Leslie indicated she preferred that we have an IT member on call at meetings in case of any technology issues. The Board will need to appoint a Trustee to manage as Zoom host. Cost of the IT member could be absorbed by the Library budget.</p>

	<p>Notification of meetings: Media outlets would include how we notify the public of our meetings now, including social media. Members of the public can put in a request to receive meeting schedules and links, as happens now. We can post the meeting link with the agenda in an appropriate location on the website. We could consider a QR code on the building meeting notice so if a customer sees the notice and wants to attend they can obtain the link easily.</p> <p>Next steps include Marie converting the PDF of the sample policy to a Word document and Basil will draft language on the items that we discussed. Committee will review and provide feedback.</p>
<b>Library Regulation Review</b>	<ul style="list-style-type: none"> <li>• Identification of provisions to consider for revision</li> </ul>
	<p>Committee reviewed definitions. Committee agreed we will need to address areas that are no longer valid.</p> <p>Sam indicated we should address election procedures and he will put some ideas on paper for the next meeting</p>
<b>Other Business</b>	<ul style="list-style-type: none"> <li>• Comments from public</li> </ul>
	No comments from the public.
<b>Adjournment</b>	Adjourned at 8:03 pm
<b>Next Meeting</b>	May 15, 2025 @ 6:30 pm