

PICKERINGTON PUBLIC LIBRARY BOARD OF TRUSTEES  
SPECIAL BOARD MEETING  
April 11, 2022

The Board of Trustees of the Pickerington Public Library met in Special session on April 11, 2022 at 5:30 p.m. in a Virtual Board meeting at the Pickerington Public Library at 201 Opportunity Way, Pickerington, OH 43147 and via a Zoom Virtual Meeting, Pickerington, OH 43147. Members present: Cristie Hammond, Mary Herron, and Todd Stanley. Mike Jones, Alissa Henry, Berneice Ritter. Staff members present: Tony Howard, Library Director, Brenda Oliver Fiscal Officer.

Call to Order

Meeting called to order by Cristie Hammond.

Roll Call

Board President Cristie Hammond recognized that all Trustees were present at the meeting and forewent the roll call.

Excused Absence(s): Jennifer Hess

Unexcused Absence(s): None

New Business

A. Branch Lease Agreement –

Director Tony Howard shared that the Property Owner's of Sycamore Plaza agreed but one of the lease terms approved by the Library Board on March 31. The Property Owners cited that due to inflation they felt it would be fairer to have the option to extend at a rate of \$15 per square foot.

The property owners' revised terms

5-year term lease

- Tier Rent for the additional 2800 sq ft
  - o Year 1 - \$12 per sq ft
  - o Years 2 & 3 - \$13 per sq ft
  - o Years 4 & 5 - \$14 per sq ft
- \$14 per sq ft for the existing 4200 sq footage
- Cam charges for the overall percentage of the property we occupy
- Option to extend the lease for another 5 years at \$15 per sq ft if we choose to do so
- No rent abatement for buildout time
  - o The owner is willing to allow us to access the space as soon as the lease is signed with the first Month's rent beginning in May.
- No construction allowances

Brenda shared information regarding the uncertainty of the CAM charges and reiterated the fact that we are responsible for our portion of capital improvements.

### Sycamore Plaza Lease

- **MO-03-12-22 Motion to** allow the Director to amend the current lease agreement according to the terms approved on March 31, 2022, with the change to increase of the extension option to \$15 per square foot for the Sycamore Plaza Library Branch

Todd Stanley made a motion to approve. Mary Herron seconded.

Roll Call: Mike Jones-yes, Berneice Ritter-yes, Alissa Henry-yes, Todd Stanley-yes, Mary Herron-yes, Cristie Hammond-yes. Motion passed.

### Adjournment

Cristie adjourned the meeting at Time 5:50 p.m.

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Cristie Hammond  
President

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Mary Herron  
Secretary