

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
JANUARY 18, 2017
CARLIN ROOM
5:00 P.M.**

The Regular Meeting was called to order at 5:00 p.m. by Cimino with the following members present: Cimino, Savako, Walz, Moser, Courtney, and Grair. Barber was excused but listened via telephone. Also present were Brain Hare, Director and Reneé Heitkamp, Fiscal Officer

AGENDA APPROVAL: to approve the agenda as presented.
Savako made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#20-17 **MINUTES APPROVAL:** to approve the minutes of the December 14, 2016 Regular Meeting as presented.
Courtney made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#21-17 **MINUTES APPROVAL:** to approve the minutes of the January 11, 2017 Organizational Meeting as presented
Walz made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

FISCAL OFFICER

Res#22-17 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (1-C)
1-C and Financial Summary (1-D) for December 2016 as presented.
1-D Savako made a motion and Grair seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#23-17 **Donations & Gifts:** to accept donations in the amount of \$ 269.79 as presented.
1-E Courtney made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain
Discards: none

DIRECTOR

Monthly Report / Statistics 1-F
Department Reports / Statistics 1-G
Reference Department
Children's Department
Circulation Department
Computer Services
Technical Services
Announcements: None

COMMITTEE REPORTS

BYLAWS AND POLICY COMMITTEE: Did not meet
FINANCE COMMITTEE: Did not meet
RECORDS RETENTION COMMITTEE: Did not meet
LONG RANGE PLANNING COMMITTEE: Did not meet
BUILDING AND GROUNDS COMMITTEE: Did not meet
PERSONNEL COMMITTEE: Did not meet

OLD BUSINESS: None

NEW BUSINESS: None

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

- Res#24-17** **Executive Session** Courtney made a motion and Grair seconded to go into an executive session at 5:40 p.m. to discuss employment of two administrative staff members.
Roll call: Cimino - yes; Savako - yes; Walz - yes; Moser - yes; Courtney – yes; Barber – excused; Grair – yes
- Res#25-17** **Come out of Executive Session** Savako made a motion and Moser seconded to come out of executive session at 7:14 p.m.
Roll call: Cimino - yes; Savako - yes; Walz - yes; Moser - yes; Courtney – yes; Barber – excused; Grair – yes

ADJOURNMENT

Moser made a motion and Walz seconded that the meeting be adjourned at 7:15 p.m.
6 aye; 0 no; 1 absent; 0 abstain

Frank Cimino, President

Janice Savako, Secretary