

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
JANUARY 20, 2016
CARLIN ROOM
5:00 P.M.**

The Regular Meeting was called to order at 5:00 p.m. by Ribelin with the following members present: Ribelin, Savako, Walz, Moser, Courtney and Barber. Cimino arrived at 5:07 p.m.
Also present: Brain Hare, Director and Reneé Heitkamp, Fiscal Officer

AGENDA APPROVAL: to approve the agenda as presented.

Courtney made a motion and Moser seconded
7 aye; 0 no; 0 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#18-16 **MINUTES APPROVAL:** to approve the minutes of the December 16, 2015 Regular Meeting as presented.
Courtney made a motion and Savako seconded
6 aye; 0 no; 0 absent; 1 abstain

Res#19-16 **MINUTES APPROVAL:** to approve the minutes of the January 13, 2016 Organizational Meeting as presented.
Moser made a motion and Walz seconded
7 aye; 0 no; 0 absent; 0 abstain

FISCAL OFFICER

Res#20-16 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report and
1-C Financial Summary for December 2015 as presented.
Savako made a motion and Moser seconded
7 aye; 0 no; 0 absent; 0 abstain

Res#21-16 **Donations & Gifts:** to accept donations in the amount of \$175.00 as presented.
1-C Moser made a motion and Walz seconded
7 aye; 0 no; 0 absent; 0 abstain

Discards: none

Res#22-16 **Amended Official Certificate of Estimated Resources:** to approve the first amendment of the 2016
1-D Official Certificate of Estimated Resources as presented and to be sent to the Ravenna School District Board of Education.
Courtney made a motion and Cimino seconded
7 aye; 0 no; 0 absent; 0 abstain

DIRECTOR

Monthly Report / Statistics *1-E*
Department Reports / Statistics *1-F*
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

Gardiner HVAC Maintenance Agreement: to accept the Gardiner HVAC Scheduled Maintenance

Res#23-16 Agreement as presented.

1-G Courtney made a motion and Moser seconded
7 aye; 0 no; 0 absent; 0 abstain

NEW BUSINESS: None

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

ADJOURNMENT

Cimino made a motion and Savako seconded that the meeting be adjourned at 6:10 p.m.

7 aye; 0 no; 0 absent; 0 abstain

Ben Ribelin, President

Janice Savako, Secretary