

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
FEBRUARY 15, 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, Barber, Savako, and Grair. Walz, Moser, and Courtney were excused. Also present were Brain Hare, Director and Reneé Heitkamp, Fiscal Officer

AGENDA APPROVAL: to approve the agenda as presented.

Savako made a motion and Grair seconded

4 aye; 0 no; 3 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#26-17 **MINUTES APPROVAL:** tabled due to lack of quorum of those at the meeting to approve the minutes of the January 18, 2017 Regular Meeting as presented _____ or corrected as follows _____.
_____ motion
_____ second
_____ aye; _____ no; _____ absent; _____ abstain

FISCAL OFFICER

Res#27-17 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (2-A) and Financial Summary (2-B) for January 2017 as presented.

2-A Savako made a motion and Barber seconded

2-B 4 aye; 0 no; 3 absent; 0 abstain

Res#28-17 **Donations & Gifts:** to accept donations in the amount of \$445.69 as presented.

2-C Grair made a motion and Savako seconded

4 aye; 0 no; 3 absent; 0 abstain

Discards: none

Res#29-17 **Amended Official Certificate of Estimated Resources:** to approve the first amendment of the 2017 Official Certificate of Estimated Resources as presented.

2-D Barber made a motion and Savako seconded

4 aye; 0 no; 3 absent; 0 abstain

Permanent Appropriations: to approve the 2017 Permanent Appropriations as follows:

Res#30-17 General Fund \$2,100,000.00

Special Revenue

Children's Area (2001) 3,000.00

Ruth C. Woolf (2002) 500.00

Capital Projects:

Build & Repair (4001) 50,000.00

Automation (4002) 5,000.00

For a total of: \$2,158,500.00

Grair made a motion and Barber seconded

4 aye; 0 no; 3 absent; 0 abstain

Res#31-17 **Depository – Eligible Banks:** to approve the following depository agreements for Reed Memorial Library funds for the five year period beginning March 1, 2017 and ending February 28, 2022: JP Morgan

Chase, Huntington National, Middlefield Banking Company, Hometown Bank and Portage Community Bank.

Savako made a motion and Barber seconded

4 aye; 0 no; 3 absent; 0 abstain

DIRECTOR

Monthly Report / Statistics 2-E
Department Reports / Statistics 2-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:
PERSONNEL COMMITTEE: Did not meet

OLD BUSINESS

Discussion Item: Board members agreed to change the date of the April Regular Board meeting to April 26, 2017.

NEW BUSINESS: None

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

ADJOURNMENT

Barber made a motion and Savako seconded that the meeting be adjourned at 6:15 p.m.
4 aye; 0 no; 3 absent; 0 abstain

Frank Cimino, President

Janice Savako, Secretary