

**FAIRFIELD COUNTY DISTRICT LIBRARY  
BOARD OF TRUSTEES  
REORGANIZATION MEETING  
JANUARY 21, 2025**

The Fairfield County District Library Board of Trustees met for its reorganization meeting on Tuesday, January 21, 2025 at the Main Library, 219 N. Broad Street, Lancaster.

**TRUSTEES PRESENT WERE:** Mark Bohach, Lisa Evangelista, Bryan Everitt, Nathan Hale, Margaret Quamme, Makaila Tussing, and Matt Wideman.

Also attending were Becky Schaade, Library Director; Alyssa England, Fiscal Officer; and Leslie Yost, Administration Assistant.

The meeting was called to order at 10:16 a.m. by Matt Wideman, President.

**01-25 APPROVE AGENDA**

Be it resolved, upon motion by Bryan Everitt, seconded by Mark Bohach, that the Board of Trustees approves the agenda.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**02-25 NOMINATION OF OFFICERS**

Be it resolved, upon motion by Lisa Evangelista, seconded by Margaret Quamme, that the Board approves the recommendations of the Nominating Committee regarding Officers for the year 2025.

President – Mark Bohach  
Vice President – Bryan Everitt  
Secretary – Nathan Hale

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**03-25 ELECTION OF OFFICERS**

Be it resolved, upon motion by Makaila Tussing, seconded by Lisa Evangelista, that the slate of Officers proposed by the Nominating Committee be elected for the year 2025.

President – Mark Bohach  
Vice President – Bryan Everitt  
Secretary – Nathan Hale

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**04-25 APPOINTMENT OF FISCAL OFFICER AND DEPUTY FISCAL OFFICER**

Be it resolved, upon motion by Nathan Hale, seconded by Bryan Everitt, that the Board appoints the following individuals for the year 2025:

Fiscal Officer – Alyssa England  
Deputy Fiscal Officer – Keely Thompson

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**05-25 GRANT LEGAL LEVEL OF AUTHORITY TO MOVE FUNDS BY THE FISCAL OFFICER**

Be it resolved, upon motion by Mark Bohach, seconded by Lisa Evangelista, that the Board of Trustees of the Fairfield County District Library gives the Fiscal Officer the legal level of authority to move up to \$10,000.00 in accounts within the General Fund, Special Revenue Fund, and Capital Fund without prior Board approval, so long as the overall appropriation does not change. Movement of funds over \$10,000.00 will require Board approval.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**06-25 HONESTY BOND**

Be it resolved, upon motion by Bryan Everitt, seconded by Makaila Tussing, that a bond in the amount \$100,000 be executed to cover all employees of the library.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**07-25 PETTY CASH**

Be it resolved, upon motion by Nathan Hale, seconded by Margaret Quamme, that a petty cash fund be established in the amount of \$150.00 with a limit on expenditures from the fund in the amount of \$20.00, the custodian of this fund to be the Deputy Fiscal Officer.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**08-25 CHANGE FUNDS**

Be it resolved, upon motion by Bryan Everitt, seconded by Mark Bohach, that the following change funds be established.

MAIN LIBRARY, \$100.00, custodian to be Circulation Manager  
BRANCH LIBRARIES, \$75.00 each with the Branch Manager as custodian.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**09-25 DATE OF REGULAR MEETING**

Be it resolved, upon motion by Makaila Tussing, seconded by Lisa Evangelista, that the regular meetings of the Fairfield County District Library Board of Trustees be held on the third (3<sup>rd</sup>) Tuesday of each month at 10:15 a.m. at an appropriate public access location.

Roll call vote: Mark Bohach, "Aye"; Lisa Evangelista, "Aye"; Bryan Everitt, "Aye"; Nathan Hale, "Aye"; Margaret Quamme, "Aye"; and Makaila Tussing, "Aye". The President declared the motion adopted.

**Committee assignments for 2025 were as follows:**

Executive Committee  
Mark Bohach, Chair  
Bryan Everitt  
Nathan Hale

Finance & Audit  
Matt Wideman, Chair  
Lisa Evangelista  
Makaila Tussing

Building & Equipment  
Mark Bohach, Chair  
Nathan Hale  
Bryan Everitt

Personnel

Margaret Quamme, Chair  
Lisa Evangelista  
Nathan Hale

Library Services

Makaila Tussing, Chair  
Margaret Quamme  
Mark Bohach

Friends Liaison

Bryan Everitt

There being no further business, the meeting adjourned at 10:21 a.m.