



**BOARD OF TRUSTEES
ORGANIZATIONAL MEETING MINUTES
JANUARY 10, 2024, 5:00 P.M.
HAYMAKER ROOM**

The Organizational Meeting was called to order at 5:15 p.m. by Cimino with the following members present: Cimino, Savako, Walz, Moser, Courtney and Grair. Barber was excused. Also present were Amy Young, Director, Cindy Wenger and Darlene McKenzie, RML staff members.

AGENDA APPROVAL: to approve the agenda as presented.

Moser made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain

NOMINATIONS:

PRESIDENT: to nominate Frank Cimino for President of Reed Memorial Library Board of Trustees to serve until the organizational meeting in 2025.

Moser made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

VICE PRESIDENT: to nominate William Barber for Vice President of Reed Memorial Library Board of Trustees to serve until the organizational meeting in 2025.

Courtney made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain

SECRETARY: to nominate Janice Savako for Secretary of Reed Memorial Library Board of Trustees to serve until the organizational meeting in 2025.

Moser made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#1-24 COMMITTEES: to reestablish the following Standing Committees and Chairpersons: Personnel Committee; Bylaws & Policy Committee; Buildings & Grounds Committee; Finance Committee; Long Range Planning Committee; PLC Liaisons; Records Retention Committee (as a Whole). Per Trustee Bylaws, Officers Section: "The president shall...appoint all committees..."
Savako made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#2-24 APPOINT DIRECTOR: to appoint Amy E. Young as Director of Reed Memorial Library until January 31, 2025 at current rate of pay.
Walz made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#3-24 APPOINT FISCAL OFFICER: to appoint Patricia M. Bertsch as Fiscal Officer of Reed Memorial Library until January 31, 2025 at with current benefits and current rate of pay.
Courtney made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#4-24 APPOINT DEPUTY FISCAL OFFICER: to appoint Kathy L Arnoto as Deputy Fiscal Officer of Reed Memorial Library until January 31, 2025 at current rate of pay
Savako made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain

OATHS OF OFFICE: President; Secretary; Director, and Deputy Fiscal Officer. - **Signed with a Notary present.** (Vice President & Fiscal Officer absent – to be signed at a later time)

Res#5-24 **BONDS:** to authorize the Fiscal Officer to initiate bonds in the amount of \$100,000 for the Director and Fiscal Officer beginning February 1, 2024 until January 31, 2025.
Courtney made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#6-24 **PAYMENT OF BILLS:** to authorize the Fiscal Officer to pay the bills without prior approval by the Board during the year as long as they remain within the total appropriated amounts approved by the Board of Trustees and to present a report of those payments for each month at the next board meeting.
Grair made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#7-24 **ELECTRONIC PAYMENT OF CERTAIN BILLS:** to authorize the Fiscal Officer to pay certain bills electronically without prior approval by the Board during the year as long as they remain within the total appropriated amounts approved by the Board of Trustees and to present a report of those payments for each month at the next board meeting. Online payments are permitted for payroll, payroll withholding payments, banking and collection fees, utilities and payments to Ohio agencies such as Ohio Bureau of Workers Compensation and Ohio Job and Family Services. Other online payments may be added as approved by the Finance/Audit Committee.
Savako made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#8-24 **SUPPLEMENTAL APPROPRIATIONS:** to authorize the Fiscal Officer to make reallocation of appropriations within funds as necessary to pay bills, keeping these amounts within the total amount appropriated for that fund.
Walz made a motion and Grair seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#9-24 **DIRECTOR AUTHORIZATION TO APPROVE CONTRACTS:** to authorize the Director to approve contracts/agreements up to \$5,000.00.
Moser made a motion and Grair seconded
6 aye; 0 no; 1 absent; 0 abstain


Res#10-24 **FISCAL OFFICER AUTHORIZATION TO APPROVE GAS AND ELECTRIC CONTRACTS:** to authorize the Fiscal Officer to approve contracts/agreements for natural gas and electric suppliers to secure the best rates.
Moser made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

ADJOURNMENT

Courtney made a motion and Savako seconded that the meeting be adjourned at 5:32 p.m.
6 aye; 0 no; 1 absent; 0 abstain



Frank Cimino, President



Janice Savako, Secretary