



**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
DECEMBER 18, 2024, 5:00 P.M.  
HAYMAKER ROOM**

The Regular Meeting was called to order at 5:08 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, Patricia Bertsch, Fiscal Officer, Darlene McKenzie and Cindy Wenger, RML staff members.

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

**COMMENTS FROM PERSONS IN ATTENDANCE:** None

**Res#76-24** **MINUTES APPROVAL:** to approve the minutes of the November 20, 2024 Regular Meeting as presented.  
Savako made a motion and Grair seconded  
6 aye; 0 no; 1 absent; 0 abstain

**FISCAL OFFICER**

**Res#77-24** **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (12-A)  
12-A and Financial Summary (12-B) for November 2024 as presented.  
Grair made a motion and Courtney seconded  
12-B 6 aye; 0 no; 1 absent; 0 abstain

**Res#78-24** **Donations & Gifts:** to accept donations in the amount of \$ 8,177.95 as presented.  
12-C Walz made a motion and Moser seconded  
6 aye; 0 no; 1 absent; 0 abstain

**Discards:** None

**Res#79-24** **Bond for Deputy Fiscal Officer:** to authorize the Fiscal Officer to initiate a bond in the amount of  
\$100,000 for the Deputy Fiscal Officer effective December 31, 2024 to December 31, 2025.  
Courtney made a motion and Grair seconded  
6 aye; 0 no; 1 absent; 0 abstain

**Temporary Appropriations for 2025:** to approve the following 2025 Temporary Appropriations:

<b>Res#80-24</b>	<b>General Fund (1000)</b>	\$631,827.33
	<i>Special Revenue:</i>	
	<b>Ruth C. Woolf Memorial Fund (2002)</b>	250.00
	<b>Brown Fund (2005)</b>	9,604.25
	<i>Capital Projects:</i>	
	<b>Building and Repair (4001)</b>	<u>31,250.00</u>
	<b>For a total of:</b>	<b>\$672,931.58</b>

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

**DIRECTOR**

**Monthly Report / Statistics 12-D**  
**Department Reports / Statistics 12-E**  
Adult Services  
Youth Services  
Public Services  
Marketing & Public Relations  
**Announcements:** None

**COMMITTEE REPORTS**

- BYLAWS AND POLICY COMMITTEE:** Did not meet
- FINANCE/AUDIT 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**

Res#81-24  
12-F

**Scott Landscape Contract:** to approve the contract with Scott Landscape for landscaping and snow removal services effective January 1, 2025 as presented.  
 Courtney made a motion and Moser seconded  
 6 aye; 0 no; 1 absent; 0 abstain

**Set Date for Special Meeting**—Trustees only—Date was set for 5:00 p.m. on February 5, 2025 to discuss the performance appraisal for Director and Fiscal Officer. *Attachment: Job descriptions*

**Personnel Committee Work Session:** Personnel Committee work session was set for 4:45 p.m. on January 8, 2025 to discuss pay increases for staff.

*(Committee members: Cimino - Chairperson, Barber & Savako)*

**OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD**

**Trustee Contact and Committees list:** Review and discuss any needed updates at the January 8, 2025 Organizational meeting. *Attachment: Current list*


**ADJOURNMENT**

Moser made a motion and Walz seconded that the meeting be adjourned at 5:50 p.m.  
 6 aye; 0 no; 1 absent; 0 abstain




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Frank Cimino, President




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Janice Savako, Secretary