



**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
JANUARY 10, 2024, 5:30 P.M.  
HAYMAKER ROOM**

The Regular Meeting was called to order at 5:32 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

**COMMENTS FROM PERSONS IN ATTENDANCE:** None

**Res#11-24** **MINUTES APPROVAL:** to approve the minutes of the December 20, 2023 Regular Meeting as presented.  
Savako made a motion and Grair seconded  
6 aye; 0 no; 1 absent; 0 abstain

**FISCAL OFFICER**

**Res#12-24** **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (1-A) and Financial Summary (1-B) for December 2023 as presented.  
1-A Moser made a motion and Savako seconded  
1-B 6 aye; 0 no; 1 absent; 0 abstain

**Res#13-24** **Donations & Gifts:** to accept donations in the amount of \$120.00 as presented.  
1-C Grair made a motion and Courtney seconded  
6 aye; 0 no; 1 absent; 0 abstain  
**Discards:** None

**DIRECTOR**

**Monthly Report / Statistics 1-D**  
**Department Reports / Statistics 1-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:** Met at 4:19 p.m. on January 10, 2024

**Res#14-24** **Staff Wage Increase:** to accept the recommendation of the Personnel Committee to approve an hourly wage increase of 4½ percent for all staff effective January 14, 2024 as presented.  
1-F Moser made a motion and Grair seconded  
6 aye; 0 no; 1 absent; 0 abstain

**Res#15-24** **Personnel & Public Policies:** to accept the recommendation of the Personnel Committee to approve the updates to the Personnel Policies and Public Policies as presented.  
1-G Savako made a motion and Courtney seconded  
6 aye; 0 no; 1 absent; 0 abstain

**OLD BUSINESS:** None

**NEW BUSINESS**

**Res#16-24** **Insurance:** to approve payment of insurance premium for property and casualty for the building and contents, including boiler, for the term: February 10, 2024 to February 10, 2025 and Director and Fiscal Officer Bonds for the term: February 1, 2024 to January 31, 2025 and Deputy Fiscal Officer's bond for term: December 31, 2023 until December 31, 2024.

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

**Res#17-24** **Permanent Appropriations:** to approve the 2024 Permanent Appropriations as follows:

General Fund	\$3,628,379.13
<i>Special Revenue</i>	
Ruth C. Woolf (2002)	1,000.00
Brown Fund (2005)	2,500.00
<i>Capital Projects:</i>	
Build & Repair (4001)	<u>1,193,438.44</u>
<b>For a total of:</b>	<b>\$4,825,217.57</b>

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

**Res#18-24** **HVAC Maintenance Contract:** to approve entering into a HVAC maintenance contract with Gardiner for the amount of \$7,068.00 for February 1, 2024 to January 31, 2025 as presented.

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

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

**Set Date for Special Meeting:** Meeting was set for 4:30 p.m. on February 21, 2024 to discuss performance appraisals with Director and Fiscal Officer.

**ADJOURNMENT**

Moser made a motion and Courtney seconded that the meeting be adjourned at 6:35 p.m.  
6 aye; 0 no; 1 absent; 0 abstain

  
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Frank Cimino, President

  
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Janice Savako, Secretary