



**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
NOVEMBER 19, 2025, 5:00 P.M.  
HAYMAKER ROOM**

The Regular Meeting was called to order at 6:02 p.m. by Cimino with the following members present: Cimino, Barber, Savako, Walz, Moser and Courtney. Grair was absent. Also present were Amy Young, Director, Patricia Bertsch, Fiscal Officer, Darlene McKenzie, Cindy Wenger, and Nicole Barr, Reed Memorial Library staff and Rhonda Johnston.

**AGENDA APPROVAL:** to approve the agenda as Amended to add resolution #70-25.  
Walz made a motion to amend the agenda Courtney seconded the motion.  
6 Aye; 0 no; 1 absent; 0 abstain

**COMMENTS FROM PERSONS IN ATTENDANCE**

**Res#63-25** **MINUTES APPROVAL:** to approve the minutes of the October 15, 2025 Regular Meeting as presented  
Courtney made a motion and Savako seconded  
6 Aye; 0 no; 1 absent; 0 abstain

**FISCAL OFFICER**

**Res#64-25** **A. Financial Report Approval:** to approve the Fiscal Officer Financial Report for October 2025  
**11-A** as presented  
Walz made a motion and Moser seconded  
6 Aye; 0 no; 1 absent; 0 abstain

**Res#65-25** **B. Gifts & Donations:** to accept donations in the amount of \$2,342.00 as presented  
**11-B** Barber made a motion and Courtney seconded  
6 Aye; 0 no; 1 absent; 0 abstain

**DIRECTOR**

- A. Monthly Report / Statistics** 11-C
- B. Department Reports / Statistics** 11-D
  - 1. Adult Services
  - 2. Youth Services
  - 3. Public Services
  - 4. Marketing & Public Relations
- C. Announcements**

**COMMITTEE REPORTS**

- BYLAWS AND POLICY COMMITTEE:** Did not meet
- FINANCE COMMITTEE:** Did not meet
- RECORDS RETENTION COMMITTEE:** Did not meet
- LONG RANGE PLANNING COMMITTEE:** Met October 28, 2025 at 5:00 PM
- BUILDING AND GROUNDS COMMITTEE:** Did not meet
- PERSONNEL COMMITTEE:** Did not meet

**NEW BUSINESS**

**A. Finance Committee:** set work session December 17, 2025 at 4:30 p.m. to review 2026 Budget

Res#66-25

**B. 2026 Holidays:** to approve that the Library will be **closed** on the following 2026 holidays:

New Year's Day, Jan. 1 (Thurs.)	Labor Day, September 7
Martin Luther King Day, Jan. 19	Thanksgiving Day, Nov. 26 (close 6 p.m. Wed. 11/25)
Easter Sunday, April 5	Christmas Eve, Dec. 24 (Thurs.)
Memorial Day, May 25	Christmas Day, Dec. 25 (Fri.)
Independence Day, July 4 (Sat.)	New Year's Eve, Dec. 31 (Thurs.)

Barber made a motion and Courtney seconded  
6 Aye; 0 no; 1 absent; 0 abstain

Res#67-25

**C. 2026 Regular Board Meeting Dates:** to set the following dates for 2026 Regular Board Meetings.

The annual Organizational Meeting will be set on the same date as the regular January meeting.

January 14 <sup>th</sup>	July 15
February 18	August 19
March 18	September 16
April 15	October 21
May 20	November 18
June 17	December 16

Savako made a motion and Moser seconded  
6 Aye; 0 no; 1 absent; 0 abstain

Res#68-25

**D. 2026 Staff Day Closing:** to approve that the Library will be closed for a full day on Monday, October 12, 2026 (Columbus Day) for Staff and Department meetings.

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

**E. Executive Session:** Barber made a motion and Courtney seconded to go into an executive session at 5:52 p.m. to discuss a personnel issue.

Roll call: Cimino - yes; Barber - yes; Savako - yes; Walz - yes; Moser - yes; Courtney - yes; Grair - absent

**F. Come out of Executive Session** Moser made a motion and Courtney seconded to come out of executive session at 6:05 p.m.

Roll call: Cimino - yes; Barber - yes; Savako - yes; Walz - yes; Moser - yes; Courtney - yes; Grair - absent

Res#69-25

**G. Trustee Rhonda Johnston, Term:** to request that the Ravenna School District Board of Education appoint Rhonda Johnston for the term beginning January 1, 2026 and ending December 31, 2029.

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

Res#70-25  
11-E

**H. Discards:** To donate certain materials that are no longer needed for library purposes to the Friends of Reed Memorial Library.

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

**OLD BUSINESS**

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

**ADJOURNMENT**

Walz made a motion and Courtney seconded that the meeting be adjourned at 6:21 p.m.  
6 Aye; 0 no; 1 absent; 0 abstain

**Next Finance Committee Meeting: Wednesday, December 17, 2025 at 4:30 p.m.**

**Next Regular Board Meeting: Wednesday, December 17, 2025 at 5:30 p.m.**

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Frank Cimino, President

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Janice Savako, Secretary