



**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
JULY 16<sup>TH</sup> 2025, 5:00 P.M.  
HAYMAKER ROOM**

The Regular Meeting was called to order at 5:05 p.m. by Cimino with the following members present: Cimino, Courtney, Grair and Savako. Barber, Moser and Walz were excused. Also present were Amy Young, Director, Patricia Bersch, Fiscal Officer, Jennifer Ruehr, RML Foundation President, Darlene McKenzie and Cindy Wegner, Reed Memorial Library Staff.

**AGENDA APPROVAL:** to approve the agenda as presented.

Courtney made a motion and Savako seconded  
4 aye; 3 absent; 0 no; 0 sustain

**COMMENTS FROM PERSONS IN ATTENDANCE**

**Res#43-25** **MINUTES APPROVAL** to approve the minutes of the June 18, 2025 Regular Meeting as presented.  
Courtney made a motion and Savako seconded  
4 aye; 3 absent; 0 no; 0 sustain

**Res#44-25** **FISCAL OFFICER**  
7-A **A. Financial Report Approval:** to approve the minutes of the June 18, 2024 Regular Meeting as presented  
Moser made a motion and Savako seconded  
4 aye; 3 absent; 0 no; 0 sustain

**Res#45-25**  
7-B **B. Donations and Gifts:** None  
**C. Discards:** to approve the discard of two items as presented.  
Grair made a motion and Courtney seconded  
4 aye; 3 absent; 0 no; 0 sustain

**DIRECTOR**

**Monthly Report / Statistics** 7-C

**Department Reports / Statistics** 7-D

1. Adult Services
2. Youth Services
3. Public Services
4. 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

**Res#46-25**  
7-E

**NEW BUSINESS**

**A. OCLC Catalog Subscription Service:** to approve the annual catalog subscription service contract with OCLC for the period 7/1/2025 to 6/30/2026 in the amount of \$7,448.12.

Courtney made a motion and Savako seconded

4 aye; 3 absent; 0 no; 0 sustain

**Res#47-25**  
7-F

**B. To approve changes to the Public Policy Manual, Unattended Child Policy as presented.**

Grair made a motion and Savako seconded

4 aye; 3 absent; 0 no; 0 sustain

**C. Records Retention Committee:**

A work session has been scheduled for August 20, 2025 at 4:45pm in the Haymaker Room to review the Records Retention Schedule. Committee includes all members of the RML Board of Trustees and the Fiscal Officer.

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

**Executive Session:** Savako made a motion and Courtney seconded to go into an executive session at 6:02 pm. to discuss a legal matter.

Roll call: Cimino - yes; Courtney - yes; Grair - yes; Savako - yes; Barber, Moser and Walz excused.

**Come out of Executive Session:** Courtney made a motion and Savako seconded to come out of Executive Session at 6:58pm

Roll call: Cimino - yes; Courtney - yes; Grair - yes; Savako - yes; Barber, Moser and Walz excused

**ADJOURNMENT**

Courtney made a motion and Grair seconded that the meeting be adjourned at 6:58pm.

4 aye; 0 no; 3 absent; 0 sustain

**Regular Board Meeting: Wednesday August 20, 2025 at 5:00pm**

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Frank Cimino, President

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Janice Savako, Vice President