

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
FEBRUARY 19, 2013
CARLIN ROOM
5:00 P.M.**

The Regular Meeting was called to order at 5:02 p.m. by Savako with the following members present: Hall, Savako, Ribelin, Walz and Moser. Polichene and Cimino were excused. Also present were Cass Owens, Director and Reneé Heitkamp, Fiscal Officer

AGENDA APPROVAL: to approve the agenda as presented.

Moser made a motion and Walz seconded

5 aye; 0 no; 2 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE

There were no comments

- Res#20-13** **MINUTES APPROVAL:** tabled due to lack of quorum of those at the meeting to approve the minutes of the January 7, 2013 Reorganizational Meeting as presented _____ or corrected as follows _____
_____ motion
_____ second
_____ aye; _____ no; _____ absent; _____ abstain
- Res#30-13** **MINUTES APPROVAL:** to approve the minutes of the January 22, 2012 Regular Meeting as presented. Ribelin made a motion and Hall seconded.
5 aye; 0 no; 2 absent; 0 abstain
- Res#31-13** **MINUTES APPROVAL:** to approve the minutes of the February 4, 2013 Special Meeting as presented. Ribelin made a motion and Walz seconded
5 aye; 0 no; 2 absent; 0 abstain
- Res#32-13** **FISCAL OFFICER**
Financial Report & Summary Approval: to approve the Fiscal Officer Financial Report and Financial Summary for January 2013 as presented. Hall made a motion and Moser seconded
5 aye; 0 no; 2 absent; 0 abstain
- Res#33-13** **Donations & Gifts:** to accept donations in the amount of \$646.15 as presented. Ribelin made a motion and Walz seconded.
5 aye; 0 no; 2 absent; 0 abstain
- Res#34-13** **Discards:** None
Insurance: to approve payment of insurance premium for property and casualty for the building and contents, including boiler, for the term 2/10/13 to 2/10/14 as presented. Moser made a motion and Hall seconded
5 aye; 0 no; 2 absent; 0 abstain
- Res#35-13** **Amended Official Certificate of Estimated Resources:** to approve the first amendment of the 2013 Official Certificate of Estimated Resources as presented and to be sent to the Ravenna School District Board of Education. Moser made a motion and Ribelin seconded
5 aye; 0 no; 2 absent; 0 abstain

DIRECTOR

Monthly Report 2-D
Statistics

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Circulation by Month & Year 2-F
Sunday Statistics 2-G

Department Reports

Children's Department 2-H
Outreach Services 2-I
Reference Department 2-J
Computer Services 2-K
Circulation Department – Meeting rooms 2-L

Announcements

There were no 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: Did not meet
BUILDING AND GROUNDS COMMITTEE: Did not meet
PERSONNEL COMMITTEE: Did not meet

OLD BUSINESS

There was no old business

NEW BUSINESS

Staff Retirement: to accept the resignation due to retirement of Esther Cross from the full time position of Children's Librarian effective August 31, 2013.

Res#36-13
2-M

Moser made a motion and Walz seconded
5 aye; 0 no; 2 absent; 0 abstain

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Hall reported that Pie Day was the best ever. There was good response, good feedback and everyone had a good time.

ADJOURNMENT

Moser made a motion and Ribelin seconded that the meeting be adjourned at 5:43 p.m.
5 aye; 0 no; 2 absent; 0 abstain

Ann Polichene, President

Janice Savako, Secretary