

**REED MEMORIAL LIBRARY  
MINUTES  
REGULAR MEETING  
MAY 15, 2019  
JENKINS ROOM  
5:15 P.M.**

The Regular Meeting was called to order at 5:10 p.m. by Cimino with the following members present: Cimino, Barber, Walz, Moser, Courtney and Grair. Savako was excused. Also present were Brian Hare, Director, Patricia Bertsch, Fiscal Officer, Nancy Weir and Andy Dogan of Williams Architects.

**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

5-AA **WILLIAMS ARCHITECTS:** Update presented by Nancy Weir and Andy Dogan of Williams Architects

Res#44-19 **MINUTES APPROVAL:** to approve the minutes of the April 17, 2019 Regular Meeting as presented.  
Moser made a motion and Courtney seconded  
5 aye; 0 no; 1 absent; 1 abstain

**Cimino was excused at 6:30 p.m.**

**FISCAL OFFICER**

Res#45-19 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (5-A) and Financial Summary (5-B) for April 2019 as presented.  
5-A Courtney made a motion and Walz seconded  
5-B 5 aye; 0 no; 2 absent; 0 abstain

Res#46-19 **Gifts & Donations:** to accept donations in the amount of \$830.22 as presented.  
5-C Courtney made a motion and Moser seconded  
5 aye; 0 no; 2 absent; 0 abstain

**Discards:** None

Res#47-19 **Amended Official Certificate of Estimated Resources:** to approve the second amendment of the 2019 Official Certificate of Estimated Resources as presented.  
5-D Courtney made a motion and Moser seconded  
5 aye; 0 no; 2 absent; 0 abstain

**DIRECTOR**

**Monthly Report / Statistics** 5-E

**Department Reports / Statistics** 5-F

Adult Services

Children's Services

Public Services

**Announcements:** None

**COMMITTEE REPORTS**

**FINANCE COMMITTEE:** Met on May 15, 2019 at 5:00 p.m.

Res#48-19 **2020 Budget:** to accept the recommendation of the Finance Committee to approve the 2020 Budget as presented and to forward to Ravenna School District.  
5-G Courtney made a motion and Grair seconded  
5 aye; 0 no; 2 absent; 0 abstain

**RECORDS RETENTION COMMITTEE:** Did not meet

**LONG RANGE PLANNING COMMITTEE:** Did not meet

**BUILDING AND GROUNDS COMMITTEE:** Did not meet.

**COMMITTEE REPORTS** *Continued*

**PERSONNEL COMMITTEE:** Met on May 10, 2019 at 3:30 p.m.

- Personnel:** to accept the recommendation of the Personnel Committee to approve the pay schedule adjustment as presented.
- Res#49-19** 5-H Moser made a motion and Walz seconded  
5 aye; 0 no; 2 absent; 0 abstain
- Earned Time Off Earning Classification:** to accept the recommendation of the Personnel Committee to approve changes to the Earned Time Off Personnel Policy 2.g as presented.
- Res#50-19** 5-I Moser made a motion and Walz seconded  
5 aye; 0 no; 2 absent; 0 abstain
- Changes to Security:** to accept the recommendation of the Personnel Committee to approve an increase in Security Hours up to 60 hours per pay period.
- Res#51-19** Walz made a motion and Moser seconded  
5 aye; 0 no; 2 absent; 0 abstain
- Hiring Outreach and Marketing Coordinator Candidate:** to accept the recommendation of the Personnel Committee to approve authorization to hire above the mid-point of the pay schedule for the Outreach and Marketing Coordinator at the rate of \$21.00 per hour.
- Res#52-19** Walz made a motion and Moser seconded  
5 aye; 0 no; 2 absent; 0 abstain
- Pay Rate for Public Services Manager:** to accept the recommendation of the Personnel Committee to approve an adjustment in the rate of pay for the Public Services Manager to \$22.50 per hour effective May 15, 2019.
- Res#53-19** Walz made a motion and Moser seconded  
5 aye; 0 no; 2 absent; 0 abstain
- Job Description Changes:** to accept the recommendation of the Personnel Committee to approve changes to the listed Job Descriptions as presented.
- Res#54-19** 5-J
- Outreach & Marketing Coordinator
  - Programming Associate
  - Public Services Associate
  - Librarian-Adult Services
  - Public Services Manager
- Courtney made a motion and Moser seconded  
5 aye; 0 no; 2 absent; 0 abstain

**NEW BUSINES:** None

**OLD BUSINESS:** None

**OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD:** None

**Executive Session:** Courtney made a motion and Grair seconded to go into an executive session at 7:05 p.m. to consider the employment of a public employee.

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

**Come out of Executive Session:** Walz made a motion and Courtney seconded to come out of executive session at 7:20 p.m.

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

**ADJOURNMENT**

Courtney made a motion and Moser seconded that the meeting be adjourned at 7:22 p.m.

6 aye; 0 no; 1 absent; 0 abstain

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William Barber, Vice President

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Patricia Bertsch, Fiscal Officer