

REED MEMORIAL LIBRARY
MINUTES OF THE
REGULAR MEETING
MARCH 27, 2012
CARLIN ROOM
5:00 P.M.

The Regular Meeting was called to order at 5:08 p.m. by Polichene with the following members present: Polichene, Cimino, Hall, Savako, Ribelin, Walz and Moser.
Also present was Cass Owens, Director and Reneé Heitkamp, Fiscal Officer

AGENDA APPROVAL: Hall made a motion and Savako seconded to approve the agenda as presented.
7 aye; 0 no; 0 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE

There were no comments.

- Res#41-12 MINUTES OF FEBRUARY 2, 2012 SPECIAL MEETING** Cimino made a motion and Ribelin seconded to adopt **Res#41-12** to approve the minutes of the February 2, 2012 Special Meeting as presented.
7 aye; 0 no; 0 absent; 0 abstain
- Res#42-12 MINUTES OF FEBRUARY 21, 2012 4:00 SPECIAL MEETING** Savako made a motion and Walz seconded to adopt **Res#42-12** to approve the minutes of the February 21, 2012 4:00 p.m. Special Meeting as presented.
4 aye; 0 no; 0 absent; 3 abstain
- Res#43-12 MINUTES OF FEBRUARY 21, 2012 4:30 SPECIAL MEETING** Walz made a motion and Moser seconded to adopt **Res#43-12** to approve the minutes of the February 21, 2012 4:30 p.m. Special Meeting as presented.
4 aye; 0 no; 0 absent; 3 abstain
- Res#44-12 MINUTES OF FEBRUARY 21, 2012 REGULAR MEETING** Ribelin made a motion and Moser seconded to adopt **Res#44-12** to approve the minutes of the February 21, 2012 Regular Meeting as presented.
4 aye; 0 no; 0 absent; 3 abstain
- FISCAL OFFICER**
- Res#45-12 FINANCIAL REPORT / FINANCIAL SUMMARY FOR FEBRUARY 2012:** Cimino made a motion and Ribelin seconded to adopt **Res#45-12** to approve the Fiscal Officer Financial Report and Financial Summary for February 2012 as presented.
7 aye; 0 no; 0 absent; 0 abstain *Attachment 3-A*
- Res#46-12 GIFTS & DONATIONS:** Savako made a motion and Hall seconded to adopt **Res#46-12** to accept donations in the amount of \$806.82 as presented.
7 aye; 0 no; 0 absent; 0 abstain *Attachment 3-A*
- Res#47-12 DISCARDS:** Walz made a motion and Cimino seconded to adopt **Res#47-12** to discard items listed by as presented.
7 aye; 0 no; 0 absent; 0 abstain *Attachment 3-A*
- Res#48-12 BUDGET PROCEDURE PRESENTATION** *Attachment 3-B*
MILEAGE REIMBURSEMENT: Hall made a motion and Cimino seconded to adopt **Res#48-12** to approve paying the established IRS rate to reimburse staff for Library business travel.
7 aye; 0 no; 0 absent; 0 abstain

DIRECTOR

- MONTHLY REPORT *Attachment 3-C*
STATISTICS
February 2012 *Attachment 3-D*
Circulation by Month & Year *Attachment 3-E*
Sunday Circulation *Attachment 3-F*
2011 Ohio Library Statistics Annual Report *Attachment 3-G*
DEPARTMENT REPORTS
Children's Department *Attachment 3-H*
Reference Department *Attachment 3-I*
Computer Services *Attachment 3-J*
Circulation Department – Meeting rooms *Attachment 3-K*

ANNOUNCEMENTS

Implementation of Security position
Submission for John Cotton Dana Award *Attachment 3-L*
"Spring Into Knowledge" program is April 20 - Dick Goddard Senior Info Lunch
Friends Book Sale netted \$7,500.00

STRATEGIC PLAN AND SETTING PRIORITIES: There was an in depth discussion of items and priorities for 2012.
Attachment 3-M and 3-N

COMMITTEE REPORTS

BUILDING AND GROUNDS COMMITTEE: Did not meet.
PERSONNEL COMMITTEE: To Be Scheduled
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

NEW BUSINESS There was no new business.

OLD BUSINESS

Res#49-12

HEALTH INSURANCE REIMBURSEMENT: Hall made a motion and Walz seconded to adopt **Res#49-12** to direct the Fiscal Officer to reimburse 2010 and 2011 health insurance premiums paid by eligible part time workers in a total amount of \$7,500.68.
6 aye; 0 no; 1 absent; 0 abstain

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD World Book Day will be held at 4:00 p.m. on Monday April 23, 2012. Julie Walz will have a table set up in the library with free copies of the book "Namesake".

ADJOURNMENT

Ribelin made a motion and Savako seconded that the meeting be adjourned at 6:55 p.m. Cimino left the meeting at 6:25 p.m. and Moser left at 6:45 p.m.
5 aye; 0 no; 2 absent; 0 abstain

Ann Polichene, President

Janice Savako, Secretary