

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
APRIL 15, 2013
CARLIN ROOM
5:00 P.M.**

The Regular Meeting was called to order at 5:10 p.m. by Polichene with the following members present: Polichene, Cimino, Hall, Savako, Ribelin, Walz and Moser.
Also present were Cass Owens, Director, and Reneé Heitkamp, Fiscal Officer

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

COMMENTS FROM PERSONS IN ATTENDANCE There were no comments.

Res#20-13 **MINUTES APPROVAL:** (tabled 1/22/13, 2/19/13 and 3/18/13) to approve the minutes of the January 7, 2013 Reorganizational Meeting as presented.
Moser made a motion and Ribelin seconded.
5 aye; 0 no; 0 absent; 2 abstain

Res#45-13 **MINUTES APPROVAL:** to approve the minutes of the March 18, 2013 Regular Meeting as presented.
Savako made a motion and Moser seconded.
5 aye; 0 no; 0 absent; 2 abstain

FISCAL OFFICER

Res#46-13 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report and Financial Summary for March 2013 as presented.
4-A Cimino made a motion and Walz seconded.
7 aye; 0 no; 0 absent; 0 abstain

Res#47-13 **Gifts & Donations:** to accept donations in the amount of \$295.65 as presented.
4-A Moser made a motion and Cimino seconded.
7 aye; 0 no; 0 absent; 0 abstain

Discards: none
E-Rate 4-B
Audit Update 4-C

DIRECTOR

Monthly Report 4-D

Statistics

March 2013 4-E (Page 1-8)
Circulation by Month & Year 4-F
Sunday Statistics 4-G

Department Reports

Children's Department 4-H
Outreach Services 4-I
Reference Department 4-J
Computer Services 4-K
Circulation Department – Meeting rooms 4-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

NEW BUSINESS

Res#48-13

Friends of RML Liaison: to appoint Linda Hall as the liaison to the Friends of Reed Memorial Library.

Savako made a motion and Cimino seconded.

7 aye; 0 no; 0 absent; 0 abstain

Res#49-13

Library Foundation Liaison: to appoint Julie Walz as the liaison to the Library Foundation.

Hall made a motion and Cimino seconded.

7 aye; 0 no; 0 absent; 0 abstain

Res#50-13

4-M

Circulation Policy Addition: to approve inclusion of the Collection Agency Policy and "Maximum Fines per Item" into the Circulation Policy as presented.

Ribelin made a motion and Cimino seconded.

7 aye; 0 no; 0 absent; 0 abstain

OLD BUSINESS

On April 18, 2012 there will be eReader training for the Friends.

The Friends will meet on April 27, 2013.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Set date for Finance Committee (of the Whole) work session – To Review Budget: Work session has been set for 4:30 p.m. on May 20, 2013.

ADJOURNMENT

Ribelin made a motion and Cimino seconded that the meeting be adjourned at 6:00 p.m.

7 aye; 0 no; 0 absent; 0 abstain

Ann Polichene, President

Janice Savako, Secretary