

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
SEPTEMBER 17, 2014
STORYTIME ROOM
5:00 P.M.**

The Regular Meeting was called to order at 5:04 p.m. by Polichene with the following members present: Polichene, Cimino, Savako, Walz and Moser. Ribelin arrived at 5:10 p.m. Also present were Cass Owens, Director and Reneé Heitkamp, Fiscal Officer

AGENDA APPROVAL: to approve the agenda as presented
Savako made a motion and Walz seconded
5 aye; 0 no; 1 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: There were no comments.

Res#86-14 **MINUTES APPROVAL:** to approve the minutes of the August 20, 2014 Regular Meeting as presented.
Walz made a motion and Moser seconded
5 aye; 0 no; 1 absent; 0 abstain

FISCAL OFFICER

Res#87-14 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report and
9-A Financial Summary for August 2014 as presented.
Savako made a motion and Cimino seconded
5 aye; 0 no; 1 absent; 0 abstain

Res#88-14 **Gifts & Donations:** to accept donations in the amount of \$171.95 as presented.
9A Cimino made a motion and Moser seconded
5 aye; 0 no; 1 absent; 0 abstain

Discards: none

Res#89-14 **Amounts and Rates - Official Certificate of Estimated Resources:** to approve "THE AMOUNTS
9B AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY
TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR" for 2015 and send to the Ravenna
School District Board of Education for approval.

Ribelin made a motion and Cimino seconded
6 aye; 0 no; 0 absent; 0 abstain

Res#90-14 **Gas Contract:** to accept the I.G.S. Energy rate @ 4.14 per Mcf for twenty-four months.
Ribelin made a motion and Walz seconded
6 aye; 0 no; 0 absent; 0 abstain

Discussion Item: Employee raises and Health Insurance contribution amount for 2015 will be added to the October 2014 agenda.

DIRECTOR

Monthly Report 9-C

Statistics

August 2014 9-D (Page 1-8)

Circulation by Month & Year 9-E

Sunday Circulation 9-F

Department Reports

Children's Department 9-G

Reference Department 9-H

Computer Services 9-I

Circulation Department – Meeting rooms 9-J

Announcements: none

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:

Foundation Request: (tabled 8/20/14)

Res#83-14 to approve request from the Foundation to serve and/or sell alcohol during Foundation event.
Savako made a motion and Cimino seconded
6 aye; 0 no; 0 absent; 0 abstain

Res#91-14 **Job Description Revision for Director:** to approve the revised job description for Director as
9-K presented.
Moser made a motion and Savako seconded
6 aye; 0 no; 0 absent; 0 abstain

Res#92-14 **Personnel Policy Revision for Sick Leave:** to approve the revised Sick Leave Policy as presented.
9-L Cimino made a motion and Moser seconded
6 aye; 0 no; 0 absent; 0 abstain

OLD BUSINESS: none

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: none

ADJOURNMENT

Cimino made a motion and Walz seconded that the meeting be adjourned 6:36 p.m.
6 aye; 0 no; 0 absent; 0 abstain

Ann Polichene, President

Janice Savako, Secretary