

**REED MEMORIAL LIBRARY  
MINUTES  
REGULAR MEETING  
JANUARY 21, 2015  
CARLIN ROOM  
5:00 P.M.**

The Regular Meeting was called to order at 5:04 p.m. by Ribelin with the following members present: Ribelin, Savako, Moser and Courtney. Polichene, Cimino and Walz were excused.  
Also present: Brain Hare, Cass Owens, and Reneé Heitkamp

**AGENDA APPROVAL:** to approve the agenda with one addition under Fiscal Officer.

Moser made a motion and Savako seconded  
4 aye; 0 no; 3 absent; 0 abstain

**COMMENTS FROM PERSONS IN ATTENDANCE:** none

**Res#18-15** **MINUTES APPROVAL:** to approve the minutes of the December 17, 2014 Regular Meeting as presented.

Courtney made a motion and Savako seconded  
4 aye; 0 no; 3 absent; 0 abstain

**Res#19-15** **MINUTES APPROVAL:** tabled due to lack of quorum of those at the meeting  
to approve the minutes of the January 7, 2015 Reorganizational Meeting

as presented \_\_\_\_\_ or corrected as follows \_\_\_\_\_  
\_\_\_\_\_ motion  
\_\_\_\_\_ second  
\_\_\_\_\_ aye; \_\_\_\_\_ no; \_\_\_\_\_ absent; \_\_\_\_\_ abstain

**Res#20-15** **APPOINT DIRECTOR:** to appoint Brian Hare as Director of Reed Memorial Library effective January 21, 2015  
until January 31, 2016.

Savako made a motion and Moser seconded  
4 aye; 0 no; 3 absent; 0 abstain

**FISCAL OFFICER**

**Res#21-15** **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report and  
Financial Summary for December 2014 as presented.

1-B Moser made a motion and Courtney seconded  
4 aye; 0 no; 3 absent; 0 abstain

**Res#22-15** **Donations & Gifts:** to accept donations in the amount of \$ 250.99 as presented.

1-B Courtney made a motion and Savako seconded  
4 aye; 0 no; 3 absent; 0 abstain

**Discards:** none

**Res#23-15** **Amended Official Certificate of Estimated Resources:** to approve the first amendment of the 2015  
Official Certificate of Estimated Resources as presented and to be sent to the Ravenna School District Board  
of Education.

Savako made a motion and Moser seconded  
4 aye; 0 no; 3 absent; 0 abstain

**Res#24-15** **Sam's Club Credit Card:** to approve application for a Sam's Club credit card to be used by authorized  
library staff per the Library's credit card policy.

Moser made a motion and Courtney seconded  
4 aye; 0 no; 3 absent; 0 abstain

**DIRECTOR**

**Monthly Report** 1-D

**Statistics**

December 2014 1-E (Page 1-8)

Circulation by Month & Year 1-F

Sunday Statistics 1-G

**Department Reports**

Children's Department 1-H

Reference Department 1-I

Computer Services 1-J

Circulation Department – Meeting rooms 1-K

**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

**OLD BUSINESS:** none

**NEW BUSINESS:** none

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

**ADJOURNMENT**

Savako made a motion and Moser seconded that the meeting be adjourned at 5:55 p.m.

4 aye; 0 no; 3 absent; 0 abstain

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Ben Ribelin, President

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Janice Savako, Secretary