

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
MARCH 26, 2015
CARLIN ROOM
5:00 P.M.**

The Regular Meeting was called to order at 5:05 p.m. by Ribelin with the following members present: Ribelin, Polichene, Savako, and Walz. Cimino arrived at 5:12 p.m. Moser and Courtney were excused. Also present: Brian Hare, Director, and Reneé Heitkamp, Fiscal Officer

AGENDA APPROVAL: to approve the agenda as presented.

Polichene made a motion and Savako seconded

4 aye; 0 no; 3 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: none

Res#35-15

MINUTES APPROVAL: to approve the minutes of the February 18, 2015 4:30 p.m. Special Meeting as presented.

Savako made a motion and Walz seconded

4 aye; 0 no; 2 absent; 1 abstain

Res#36-15

MINUTES APPROVAL: to approve the minutes of the February 18, 2015 Regular Meeting as presented.

Cimino made a motion and Walz seconded

4 aye; 0 no; 2 absent; 1 abstain

FISCAL OFFICER

Res#37-15

Financial Report & Summary Approval: to approve the Fiscal Officer Financial Report and

3-A

Financial Summary for February 2015 as presented.

Polichene made a motion and Savako seconded

5 aye; 0 no; 2 absent; 0 abstain

Res#38-15

Donations & Gifts: to accept donations in the amount of \$167.91 as presented.

3-A

Savako made a motion and Cimino seconded

5 aye; 0 no; 2 absent; 0 abstain

DIRECTOR

Monthly Report 3-B

Statistics

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Circulation by Month & Year 3-D

Sunday Statistics 3-E

Department Reports

Children's Department 3-F

Reference Department 3-G

Computer Services 3-H

Circulation Department – Meeting rooms 3-I

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

OLC Institutional Membership: Discuss OLC membership.

Res#39-15 **Tax Levy Resolution:** to approve the Library Board to instruct the Fiscal Officer to prepare a renewal tax levy resolution for adoption. Additionally, the Fiscal Officer will submit the language to a private or prosecuting attorney for review.

Cimino made a motion and Polichene seconded
5 aye; 0 no; 2 absent; 0 abstain

Circulation Policy: to approve changes to the Circulation Policy as presented.

Res#40-15 Savako made a motion and Walz seconded
3-J 5 aye; 0 no; 2 absent; 0 abstain

HVAC System Proposal: to approve service contract from The K-Company, Inc. as presented.

Res#41-15 Polichene made a motion and Cimino seconded
3-K 5 aye; 0 no; 2 absent; 0 abstain

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

ADJOURNMENT

Polichene made a motion and Walz seconded that the meeting be adjourned at 6:09 p.m.
5 aye; 0 no; 2 absent; 0 abstain

Ben Ribelin, President

Janice Savako, Secretary