

**REED MEMORIAL LIBRARY  
MINUTES  
REGULAR MEETING  
MAY 13, 2015  
CARLIN ROOM  
5:00 P.M.**

The Regular Meeting was called to order at 5:07 p.m. by Ribelin with the following members present: Ribelin, Polichene, Savako, Walz and Courtney. Cimino and Moser 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  
5 aye; 0 no; 2 absent; 0 abstain

**COMMENTS FROM PERSONS IN ATTENDANCE:** none

Res#49-15

**MINUTES APPROVAL:** to approve the minutes of the April 15, 2015 Regular Meeting as presented.  
Walz made a motion and Courtney seconded  
5 aye; 0 no; 2 absent; 0 abstain

**FISCAL OFFICER**

**Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report and Financial Summary for April 2015 as presented.

Res#50-15  
5-A

Walz made a motion and Courtney seconded  
5 aye; 0 no; 2 absent; 0 abstain

**Gifts & Donations:** none

**Discards:** none

**DIRECTOR**

**Monthly Report / Statistics** 5-B

**Department Reports**

Children's Department 5-C

Reference Department 5-D

Computer Services 5-E

Circulation Department – Meeting rooms 5-F

**Announcements:** none

**COMMITTEE REPORTS**

**BYLAWS AND POLICY COMMITTEE:** Did not meet

**FINANCE COMMITTEE:** Met on May 13, 2015 at 5:00 p.m.

**2016 Budget:** to accept the recommendation of the Finance Committee to approve the

Res#51-15  
5-G

2016 Budget as presented and to forward to Ravenna School District:  
Polichene made a motion and Walz seconded  
5 aye; 0 no; 2 absent; 0 abstain

**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:** none

**LEVY**

**Res#52-15**  
**5-H**

**Library to Taxing Authority Resolution:** to approve the resolution requesting the Board of Education of the Ravenna School District, Portage County, Ohio to submit to the electors of the Library District of the Reed Memorial Library the question of a renewal of an existing tax for current expenses of the Reed Memorial Library.

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

**OLD BUSINESS**

**Landscaping:** discussed status of landscaping issues.

**OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD**

**Fiscal Officer Discussed:**

- Full audit versus agreed upon procedures
- Healthcare cost increase of 2.6%
- Facility project priority
- Setting up Building and Grounds committee work session

**Audit:** to approve Agreed Upon Procedures for the 2013-2014 audit period.

**Res#53-15**

Courtney made a motion and Walz seconded  
5 aye; 0 no; 2 absent; 0 abstain

**ADJOURNMENT**

Walz made a motion and Courtney seconded that the meeting be adjourned at 6:20 p.m.  
5 aye; 0 no; 2 absent; 0 abstain

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Ben Ribelin, President

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Janice Savako, Secretary