

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
MARCH 16, 2016
CARLIN ROOM
4:30 P.M.**

The Regular Meeting was called to order at 4:05 p.m. by Ribelin with the following members present: Ribelin, Savako, Walz, Moser and Courtney. Cimino was excused and Barber arrived at 4:15 p.m.
Also present: Brian Hare, Director, and Reneé Heitkamp, Fiscal Officer

Res#34-16 **Executive Session:** Moser made a motion and Courtney seconded to go into an executive session at 4:08 p.m. to discuss personnel.
Roll call: Ribelin – yes; Cimino - excused; Savako - yes; Walz - yes; Moser - yes; Courtney – yes; Barber - yes

Res#35-16 **Come out of Executive Session:** Walz made a motion and Moser seconded to come out of executive session at 4:55 p.m.
Roll call: Ribelin – yes; Cimino - excused; Savako - yes; Walz - yes; Moser - yes; Courtney – yes; Barber - yes

Res#36-16 **AGENDA APPROVAL:** to approve the agenda as presented.
Savako made a motion and Barber seconded
6 aye; 0 no; 1 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#37-16 **MINUTES APPROVAL:** to approve the minutes of the February 17, 2016 Regular Meeting as presented.
Walz made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

FISCAL OFFICER

Res#38-16 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (3-A) and Financial Summary (3-B) for February 2016 as presented.
3-A Courtney made a motion and Savako seconded
3-B 6 aye; 0 no; 1 absent; 0 abstain

Res#39-16 **Donations & Gifts:** to accept donations in the amount of \$77.87 as presented.
3-C Moser made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#40-16 **Discards:** to discard items listed as presented.
3-D Courtney made a motion and Savako seconded
6 aye; 0 no; 1 absent; 0 abstain

DIRECTOR

Monthly Report / Statistics 3-E
Department Reports / Statistics 3-F
Reference Department
Children's Department
Circulation Department
Computer Services
Technical Services

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

Res#41-16
3-G

Technology Plan: to approve the Technology Plan 2016-2018 as presented.

Savako made a motion and Courtney seconded

6 aye; 0 no; 1 absent; 0 abstain

Bylaws and Policy Committee: A work session was set for 4:30 p.m. on April 20, 2016 to review Circulation Policy

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

A Building and Grounds Committee work session was set for 4:45 p.m. on April 20, 2016.

ADJOURNMENT

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

6 aye; 0 no; 1 absent; 0 abstain

Ben Ribelin, President

Janice Savako, Secretary