

**REED MEMORIAL LIBRARY  
MINUTES  
REGULAR MEETING  
MAY 18, 2016  
CARLIN ROOM  
5:15 P.M.**

The Regular Meeting was called to order at 5:21 p.m. by Ribelin with the following members present: Ribelin, Cimino, Savako, Walz, Moser, Courtney and Barber.

Also present: Brian Hare, Director, and Reneé Heitkamp, Fiscal Officer

**AGENDA APPROVAL:** to approve the agenda as presented.

Courtney made a motion and Cimino seconded

7 aye; 0 no; 0 absent; 0 abstain

**COMMENTS FROM PERSONS IN ATTENDANCE:** None

**Res#50-16** **MINUTES APPROVAL:** to approve the minutes of the April 20, 2016 Regular Meeting as presented \_\_\_\_\_

Savako made a motion and Walz seconded

6 aye; 0 no; 0 absent; 1 abstain

**FISCAL OFFICER**

**Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (5-A) and Financial Summary (5-B) for April 2016 as presented.

**Res#51-16**  
5-A Courtney made a motion and Barber seconded

5-B 7 aye; 0 no; 0 absent; 0 abstain

**Gifts & Donations:** to accept donations in the amount of \$105.00 as presented.

Moser made a motion and Walz seconded

**Res#52-16**  
5-C 7 aye; 0 no; 0 absent; 0 abstain

**Discards:** none

**DIRECTOR**

**Monthly Report / Statistics** 5-D

**Department Reports / Statistics** 5-E

Reference Department

Children's Department

Circulation Department

Computer Services

Technical Services

**Announcements:** None

**COMMITTEE REPORTS**

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

**FINANCE COMMITTEE:** Met on May 18, 2016 at 5:06 p.m.

**2017 Budget:** to accept the recommendation of the Finance Committee to approve the 2017 Budget as presented and to forward to Ravenna School District:

**Res#53-16**  
5-F Savako made a motion and Cimino seconded

7 aye; 0 no; 0 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**

**Discussion Item:** Strategic Planning Process: The Director recommended that the consultant attend the June regular board meeting for a presentation.

**Discussion Item:** Discussed Building and Grounds Items

**Skibiski Asphalt Contract:** to approve the contract with Skibiski Asphalt Company to seal the parking lot for a cost of \$5,875.00.

**Res#54-16**  
5-G Cimino made a motion and Barber seconded  
7 aye; 0 no; 0 absent; 0 abstain

**OLD BUSINESS:** None

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

**Executive Session:** Moser made a motion and Cimino seconded to go into an executive session at 6:26 p.m. to discuss personnel.

**Res#55-16**  
Roll call: Ribelin – yes; Cimino - yes; Savako - yes; Walz - yes; Moser - yes; Courtney – yes; Barber - yes

**Come out of Executive Session:** Courtney made a motion and Cimino seconded to come out of executive session at 6:33 p.m.

**Res#56-16**  
Roll call: Ribelin – yes; Cimino - yes; Savako - yes; Walz - yes; Moser - yes; Courtney – yes; Barber - yes

**ADJOURNMENT**

Savako made a motion and Cimino seconded that the meeting be adjourned at 6:33 p.m.  
7 aye; 0 no; 0 absent; 0 abstain

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Ben Ribelin, President

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Janice Savako, Secretary