

**REED MEMORIAL LIBRARY  
MINUTES  
REGULAR MEETING  
JUNE 15, 2016  
CARLIN ROOM  
5:00 P.M.**

The Regular Meeting was called to order at 5:01 p.m. by Ribelin with the following members present: Ribelin, Savako, Moser and Barber. Courtney arrived at 5:10 p.m. and Cimino at 5:50 p.m. Walz was excused. Also present: Brian C. Hare, Director, Reneé Heitkamp, Fiscal Officer, and Stephen Calhoun, Strategic Planning Consultant

**AGENDA APPROVAL:** to approve the agenda as presented.  
Savako made a motion and Barber seconded  
4 aye; 0 no; 3 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: Stephen Calhoun discussed the Strategic Plan.

**MINUTES APPROVAL:** to approve the minutes of the May 18, 2016 Regular Meeting as presented.  
Moser made a motion and Savako seconded  
4 aye; 0 no; 3 absent; 0 abstain

**FISCAL OFFICER**

**Financial Report & Summary Approval** to approve the Fiscal Officer Financial Report (6-A) and Financial Summary (6-B) for May 2016 as presented.

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

**Gifts & Donations:** to accept donations in the amount of \$742.00 as presented.

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

**Discards:** none

**DIRECTOR**

**Monthly Report / Statistics** 6-D

**Department Reports / Statistics** 6-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:** 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

Res#57-16

Res#58-16

6-A

6-B

Res#59-16

6-C

**NEW BUSINESS:** None

**OLD BUSINESS**

Res#60-16

**Personnel:** to approve extending one 20 hour part-time Reference Assistant position to a full-time position.

Courtney made a motion and Savako seconded  
6 aye; 0 no; 1 absent; 0 abstain

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

**ADJOURNMENT**

Courtney made a motion and Savako seconded that the meeting be adjourned at 6:19 p.m.  
6 aye; 0 no; 1 absent; 0 abstain

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Ben Ribelin, President

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Janice Savako, Secretary