

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
DECEMBER 20, 2017
STORYTIME ROOM
5:00 P.M.**

The Regular Meeting was called to order at 5:00 p.m. by Cimino with the following members present: Cimino, Barber, Savako, Moser, Courtney, and Grair. Walz arrived at 5:10 p.m.
Also present: Brian Hare, Director and Patricia Bertsch, Fiscal Officer

AGENDA APPROVAL: to approve the agenda as presented.
Moser made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#103-17 **MINUTES APPROVAL:** to approve the minutes of the November 15, 2017 Regular Meeting as presented.
Savako made a motion and Grair seconded
6 aye; 0 no; 1 absent; 0 abstain

FISCAL OFFICER

Res#104-17 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (12-A)
12-A And Financial Summary (12-B) for November 2017 as presented.
12-B Courtney made a motion and Barber seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#105-17 **Donations & Gifts:** to accept donations in the amount of \$198.72 as presented.
12-C Savako made a motion and Grair seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#106-17 **Bond for Deputy Fiscal Officer:** to authorize the Fiscal Officer to initiate a bond in the amount of
\$100,000 for the Deputy Fiscal Officer effective December 31, 2017 to December 31, 2018.
Courtney made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain

DIRECTOR

Monthly Report / Statistics 12-D
Department Reports / Statistics 12-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

OLD BUSINESS

Res#107-18
12-F

Strategic Plan: to adopt the 2018-2020 Strategic Plan as presented.

Savako made a motion and Barber seconded
7 aye; 0 no; 0 absent; 0 abstain

NEW BUSINESS

Set Date for Special Meeting—Trustees only will meet at 4:00 p.m. on January 17, 2018 to discuss the performance appraisal for Director and the initial employment period review for Fiscal Officer.

Attachment: Job descriptions

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

ADJOURNMENT

Courtney made a motion and Barber seconded that the meeting be adjourned at 5:55 p.m.
7 aye; 0 no; 0 absent; 0 abstain

Frank Cimino, President

Janice Savako, Secretary