

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
MAY 30, 2018
JENKINS ROOM
5:15 P.M.**

The Regular Meeting was called to order at 5:23 p.m. by Cimino with the following members present: Cimino, Barber, Savako, Walz, Moser, Courtney and Grair. Also present were Brian Hare, Director, and Patricia Bertsch, Fiscal Officer

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

COMMENTS FROM PERSONS IN ATTENDANCE None

Res#32-18 **MINUTES APPROVAL: (tabled 3/14/18 due to lack of quorum)**
to approve the minutes of the February 21, 2018 Regular Meeting as presented
Grair made a motion and Barber seconded
5 aye; 0 no; 0 absent; 2 abstain

Res#46-18 **MINUTES APPROVAL:** to approve the minutes of the April 18, 2018 Regular Meeting as presented.
Courtney made a motion and Walz seconded
5 aye; 0 no; 0 absent; 2 abstain

FISCAL OFFICER

Res#47-18 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (5-A) and Financial Summary (5-B) for April 2018 as presented.
5-A Savako made a motion and Moser seconded
5-B 7 aye; 0 no; 0 absent; 0 abstain

Res#48-18 **Gifts & Donations:** to accept donations in the amount of \$ 504.68 as presented.
Moser made a motion and Barber seconded
5-C 7 aye; 0 no; 0 absent; 0 abstain

Res#49-18 **Discards:** to discard items listed as presented.
Moser made a motion and Savako seconded
5-D 7 aye; 0 no; 0 absent; 0 abstain

DIRECTOR

Monthly Report / Statistics 5-E
Emergency Procedures 5-F
Department Reports / Statistics 5-G
Reference Department
Children's Department
Circulation Department
Computer Services
Technical Services
Announcements: None

COMMITTEE REPORTS

BYLAWS AND POLICY COMMITTEE: Met on May 30, 2018 at 5:00 p.m.

Circulation Policy Revisions: to accept the recommendation of the Bylaws and Policy

Res#50-18 Committee to approve the revised Circulation Policy as presented.

5-H Courtney made a motion and Moser seconded

7 aye; 0 no; 0 absent; 0 abstain

FINANCE COMMITTEE: Met on May 30, 2018 at 5:15 p.m.

2019 Budget: to accept the recommendation of the Finance Committee to approve the

Res#51-18 2019 Budget as presented and to forward to Ravenna School District:

5-I Savako made a motion and Courtney 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: Met on May 21, 2018 at 5:00 p.m.

Request for Qualifications - Facility Usage Study: to accept the recommendation of the

Res#52-18 Building and Grounds Committee to approve the Request for Qualifications (RFQ) as presented.

5-J Courtney made a motion and Savako seconded

7 aye; 0 no; 0 absent; 0 abstain

PERSONNEL COMMITTEE: Did not meet

NEW BUSINES: None

OLD BUSINESS: None

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

ADJOURNMENT

Courtney made a motion and Barber seconded that the meeting be adjourned at 6:10 p.m.

7 aye; 0 no; 0 absent; 0 abstain

Frank Cimino, President

Janice Savako, Secretary