

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
SEPTEMBER 19, 2018
JENKINS 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, Walz, Courtney and Grair. Moser arrived at 5:10 p.m. Also present were Brian Hare, Director and Patricia Bertsch, Fiscal Officer.

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

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#69-18 **MINUTES APPROVAL:** to approve the minutes of the August 15, 2018 Regular Meeting as presented.
Barber made a motion and Walz seconded
5 aye; 0 no; 1 absent; 1 abstain

FISCAL OFFICER

Res#70-18 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (9-A) and Financial Summary (9-B) for August 2018 as presented.
9-A Moser made a motion and Barber seconded
9-B 7 aye; 0 no; 0 absent; 0 abstain

Res#71-18 **Gifts & Donations:** to accept donations in the amount of \$275.00 as presented.
9-C Savako made a motion and Barber seconded
7 aye; 0 no; 0 absent; 0 abstain
Discards: none

DIRECTOR

Monthly Report / Statistics 9-D
Department Reports / Statistics 9-E
Reference Department
Children's Department
Circulation Department
Computer Services
Technical Services
Announcements: None

COMMITTEE REPORTS

BYLAWS AND POLICY COMMITTEE: Met on September 19, 2018 at 4:00 p.m.

Res#72-18 **Personnel Policies:** to accept the recommendation of the Bylaws and Policy Committee to approve the changes to the Personnel Policies as amended.
9-F Courtney made a motion and Walz seconded
7 aye; 0 no; 0 absent; 0 abstain

FINANCE COMMITTEE: Did not meet

RECORDS RETENTION COMMITTEE: Did not meet

LONG RANGE PLANNING COMMITTEE: Did not meet

BUILDING AND GROUNDS COMMITTEE: Met on September 13, 2018 at 2:00 p.m.

Res#73-18 **Building Assessment:** to accept the recommendation of the Building and Grounds Committee to instruct the Director to request pricing from Williams Architects.
Moser made a motion and Walz seconded
7 aye; 0 no; 0 absent; 0 abstain

PERSONNEL COMMITTEE: Did not meet

NEW BUSINESS:

Res#74-18

Staff Day date change: to approve changing the October 12, 2018 staff day to November 16, 2018
Barber made a motion and Courtney seconded
7 aye; 0 no; 0 absent; 0 abstain

Bylaws and Policy Committee: Set up work session for 4:30 p.m. on October 17, 2018 to discuss General Policies.

OLD BUSINESS: None

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

ADJOURNMENT

Moser made a motion and Courtney 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