

**REED MEMORIAL LIBRARY  
MINUTES  
ORGANIZATIONAL MEETING  
JANUARY 16, 2019  
JENKINS ROOM  
5:00 P.M.**

The Organizational Meeting was called to order at 5:06 p.m. by Cimino with the following members present: Cimino, Barber, Savako, Walz, Moser, Courtney and Grair.  
Also present: Brian Hare, Director and Patricia Bertsch, Fiscal Officer.

**AGENDA APPROVAL:** to approve the agenda with an amendment to Res#6-19.

Moser made a motion and Courtney seconded  
7 aye; 0 no; 0 absent; 0 abstain

**TRUSTEE OATH:** Julie Walz

**NOMINATIONS:**

**PRESIDENT:** to nominate Frank Cimino for President of Reed Memorial Library Board of Trustees to serve until the organizational meeting in 2020.

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

**VICE PRESIDENT:** to nominate William Barber for Vice President of Reed Memorial Library Board of Trustees to serve until the organizational meeting in 2020.

Moser made a motion and Walz seconded  
7 aye; 0 no; 0 absent; 0 abstain

**SECRETARY:** to nominate Janice Savako for Secretary of Reed Memorial Library Board of Trustees to serve until the organizational meeting in 2020.

Walz made a motion and Moser seconded  
7 aye; 0 no; 0 absent; 0 abstain

**Res#1-19** **COMMITTEES:** to reestablish the following standing committees: Personnel Committee; Bylaws & Policy Committee; Buildings & Grounds Committee; Finance Committee; Long Range Planning Committee; PC Consortium Representatives; Records Retention Committee (as a Whole). Per Trustee Bylaws 7.3 Officers, Section 4: "The president shall...appoint all committees..."  
Barber made a motion and Courtney seconded  
7 aye; 0 no; 0 absent; 0 abstain

**Res#2-19** **APPOINT FISCAL OFFICER:** to appoint Patricia M. Bertsch as Fiscal Officer of Reed Memorial Library until January 31, 2020 at current salary.  
Savako made a motion and Courtney seconded  
7 aye; 0 no; 0 absent; 0 abstain

**Res#3-19** **APPOINT DEPUTY FISCAL OFFICER:** to appoint Kathy L Arnoto as Deputy Fiscal Officer of Reed Memorial Library until January 31, 2020 at current salary.  
Courtney made a motion and Moser seconded  
7 aye; 0 no; 0 absent; 0 abstain

**OATHS OF OFFICE:** President; Vice President; Secretary; Fiscal Officer; Deputy Fiscal Officer

- Res#4-19** **BONDS:** to authorize the Fiscal Officer to initiate bonds in the amount of \$100,000 for the Director and Fiscal Officer beginning February 1, 2019 until January 31, 2020.  
Barber made a motion and Savako seconded  
7 aye; 0 no; 0 absent; 0 abstain
- Res#5-19** **SUPPLEMENTAL APPROPRIATIONS:** to authorize the Fiscal Officer to make reallocation of appropriations within funds as necessary to pay bills, keeping these amounts within the total amount appropriated for that fund.  
Courtney made a motion and Moser seconded  
7 aye; 0 no; 0 absent; 0 abstain
- Res#6-19** **REINVESTED INTEREST:** to approve all other interest/dividends earned to be reinvested in the General Fund with the exception of the Gilbert Short fund.  
Savako made a motion and Courtney seconded  
7 aye; 0 no; 0 absent; 0 abstain  
Courtney made a motion to amend **Res#6-19** and Barber seconded  
7 aye; 0 no; 0 absent; 0 abstain
- Res#7-19** **DIRECTOR AUTHORIZATION TO APPROVE CONTRACTS:** to authorize the Director to approve contracts/agreements up to \$5,000.00.  
Barber made a motion and Grair seconded  
7 aye; 0 no; 0 absent; 0 abstain
- Res#8-19** **FISCAL OFFICER AUTHORIZATION TO APPROVE GAS AND ELECTRIC CONTRACTS:** to authorize the Fiscal Officer to approve contracts/agreements for natural gas and electric suppliers to secure the best rates.  
Walz made a motion and Courtney seconded  
7 aye; 0 no; 0 absent; 0 abstain

**ADJOURNMENT**

Courtney made a motion and Savako seconded that the meeting be adjourned at 5:35 p.m.  
7 aye; 0 no; 0 absent; 0 abstain

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Frank Cimino, President

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Janice Savako, Secretary