



**BOARD OF TRUSTEES
ORGANIZATIONAL MEETING MINUTES
JANUARY 15, 2020, 5:30 P.M.
JENKINS ROOM**

The Organizational Meeting was called to order at 5:40 p.m. by Cimino with the following members present: Cimino, Savako, Walz, Moser, Courtney and Grair. Barber was excused. Also present were Brian Hare, Director and Patricia Bertsch, Fiscal Officer.

AGENDA APPROVAL: to approve the agenda as presented.

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

NOMINATIONS:

PRESIDENT: to nominate Frank Cimino for President of Reed Memorial Library Board of Trustees to serve until the organizational meeting in 2021.

Savako made a motion and Moser seconded
6 aye; 0 no; 1 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 2021.

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

SECRETARY: to nominate Janice Savako for Secretary of Reed Memorial Library Board of Trustees to serve until the organizational meeting in 2021.

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

Res#10-20 **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..."
Courtney made a motion and Savako seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#11-20 **APPOINT FISCAL OFFICER:** to appoint Patricia M. Bertsch as Fiscal Officer of Reed Memorial Library until January 31, 2021.
Courtney made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#12-20 **APPOINT DEPUTY FISCAL OFFICER:** to appoint Kathy L Arnoto as Deputy Fiscal Officer of Reed Memorial Library until January 31, 2021.
Moser made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain

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

Res#13-20 **BONDS:** to authorize the Fiscal Officer to initiate bonds in the amount of \$100,000 for the Director and Fiscal Officer beginning February 1, 2020 until January 31, 2021.
Walz made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#14-20 **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.
Moser made a motion and Savako seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#15-20 **REINVESTED INTEREST:** to approve all other interest/dividends earned to be reinvested in the General Fund with the exception of the Gilbert Short fund.
Moser made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#16-20 **DIRECTOR AUTHORIZATION TO APPROVE CONTRACTS:** to authorize the Director to approve contracts/agreements up to \$5,000.00.
Savako made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#17-20 **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.
Savako made a motion and Grair seconded
6 aye; 0 no; 1 absent; 0 abstain

ADJOURNMENT

Moser made a motion and Walz seconded that the meeting be adjourned at 6:05 p.m.
6 aye; 0 no; 1 absent; 0 abstain

Frank Cimino, President

Janice Savako, Secretary