



**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
JANUARY 15, 2020, 4:30 P.M.
JENKINS ROOM**

The Regular Meeting was called to order at 4:37 p.m. by Savako with the following members present: Savako, Walz, Moser, Courtney and Grair. Barber was excused and Cimino arrived at 5:15 p.m. Also present were Brian Hare, Director and Patricia Bertsch, Fiscal Officer.

AGENDA APPROVAL: to approve the agenda as presented.
Courtney made a motion and Moser seconded
5 aye; 0 no; 2 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#1-20 **MINUTES APPROVAL:** to approve the minutes of the December 18, 2019 Regular Meeting as presented.
Moser made a motion and Courtney seconded
5 aye; 0 no; 2 absent; 0 abstain

FISCAL OFFICER

Res#2-20 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (1-B)
1-A and Financial Summary (1-C) for December 2019 as presented.
1-B Courtney made a motion and Grair seconded
5 aye; 0 no; 2 absent; 0 abstain

Res#3-20 **Donations & Gifts:** to accept donations in the amount of \$174.85 as presented.
1-C Moser made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#4-20 **Discards:** to discard items listed as presented.
1-D Courtney made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain

DIRECTOR

Monthly Report / Statistics 1-E
Department Reports / Statistics 1-F
Adult Services
Children's Services
Public 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: None

NEW BUSINESS

- Res#5-20**
1-G **HVAC Maintenance Contract:** to approve entering into a maintenance contract with Gardiner for the amount of \$6,340 for February 1, 2020 to January 31, 2021 as presented.
Courtney made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain
- Res#6-20** **Insurance:** to approve payment of insurance premium for property and casualty for the building and contents, including boiler, for the term: February 10, 2020 to February 10, 2021 and Director and Fiscal Officer Bonds for the term: February 1, 2020 to January 31, 2021 and Deputy Fiscal Officer's bond for term: December 31, 2019 until December 31, 2020.
Courtney made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain
- Res#7-20** **Permanent Appropriations:** to approve the 2020 Permanent Appropriations as follows:
- | | |
|--------------------------|------------------------------|
| General Fund | \$2,271,470.00 |
| <u>Special Revenue</u> | |
| Children's Area (2001) | 3,000.00 |
| Ruth C. Woolf (2002) | 500.00 |
| <u>Capital Projects:</u> | |
| Build & Repair (4001) | 100,000.00 |
| Automation (4002) | <u>5,000.00</u> |
| For a total of: | <u>\$2,379,970.00</u> |
- Moser made a motion and Grair seconded
6 aye; 0 no; 1 absent; 0 abstain
- Res#8-20**
1-H **S. A. Comunale Quote:** to approve the S.A. Comunale quote as presented.
Courtney made a motion and Walz seconded
6 aye; 0 no; 1 absent; 0 abstain
- Res#9-20**
1-I **General Policies Update:** to update the General Policies as presented.
Walz made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain
- Personnel Committee:** Set up a work session in February to review updated job descriptions.
Current Personnel Committee members: Cimino, Savako, Barber

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Comments from Community Member: Larry Silenius joined the meeting and spoke to the board regarding the following items:

- Drinking Fountain near Administration department is room temperature
- A bulb in the parking lot needs replaced
- Signage in the Reading room

ADJOURNMENT

Courtney made a motion and Grair seconded that the meeting be adjourned at 5:30 p.m.
6 aye; 0 no; 1 absent; 0 abstain

Frank Cimino, President

Janice Savako, Secretary