



**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
FEBRUARY 19, 2020, 5:00 P.M.
JENKINS ROOM**

The Regular Meeting was called to order at 5:11 p.m. by Barber with the following members present: Barber, Savako, Moser, and Courtney. Cimino, Walz and Grair were excused. Also present were Brian Hare, Director and Patricia Bertsch, Fiscal Officer.

AGENDA APPROVAL: to approve the agenda as presented.
Courtney made a motion and Savako seconded
4 aye; 0 no; 3 absent; 0 abstain

OATH OF OFFICE: Willian Barber, Vice President

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#18-20 **MINUTES APPROVAL: (tabled due to lack of quorum)**
to approve the minutes of the January 15, 2020 Organizational Meeting
as presented _____ or corrected as follows _____.
_____ motion
_____ second
_____ aye; _____ no; _____ absent; _____ abstain

Res#19-20 **MINUTES APPROVAL: (tabled due to lack of quorum)**
to approve the minutes of the January 15, 2020 Regular Meeting
as presented _____ or corrected as follows _____.
_____ motion
_____ second
_____ aye; _____ no; _____ absent; _____ abstain

Res#20-20 **MINUTES APPROVAL:** to approve the minutes of the February 5, 2020 Special Meeting
as presented.
Moser made a motion and Courtney seconded
4 aye; 0 no; 3 absent; 0 abstain

FISCAL OFFICER

Res#21-20 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (2-A)
and Financial Summary (2-B) for January 2020 as presented.
2-A Savako made a motion and Moser seconded
2-B 4 aye; 0 no; 3 absent; 0 abstain

Res#22-20 **Donations & Gifts:** to accept donations in the amount of \$ 394.99 as presented.
Moser made a motion and Savako seconded
2-C 4 aye; 0 no; 3 absent; 0 abstain

Res#23-20 **Discards:** to discard item listed as presented.
Courtney made a motion and Moser seconded
2-D 4 aye; 0 no; 3 absent; 0 abstain

Res#24-20 **Budget:** to approve the amended "Certificate of the Total Amount from all Sources Available for Expenditures and Balances" as prepared by the Fiscal Officer and presented to the Portage County Budget Commission for approval.
2-E Courtney made a motion and Savako seconded
4 aye; 0 no; 3 absent; 0 abstain

DIRECTOR

Monthly Report / Statistics 2-F
Department Reports / Statistics 2-G
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:
PERSONNEL COMMITTEE: Met on February 10, 2020 at 4:00 p.m.

Res#25-20
2-H

Job Descriptions: to accept the recommendation of the Personnel Committee to update the job descriptions as presented.
Moser made a motion and Courtney seconded
4 aye; 0 no; 3 absent; 0 abstain

OLD BUSINESS: None

NEW BUSINESS

Res#26-20

Change Date of March Regular Meeting: to change the March 18, 2020 regular board meeting to March 25, 2020.
Courtney made a motion and Savako seconded
4 aye; 0 no; 3 absent; 0 abstain
Executive Session: An Executive session will be held prior to the start of the March regular meeting to discuss employment of two administrative staff members.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

ADJOURNMENT

Savako made a motion and Moser seconded that the meeting be adjourned at 6:27 p.m.
4 aye; 0 no; 3 absent; 0 abstain

William Barber, Vice President

Janice Savako, Secretary