

REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
OCTOBER 15, 2012
CARLIN ROOM
5:00 P.M.

The Regular Meeting was called to order at 5:00 p.m. by Polichene with the following members present: Polichene, Cimino, Savako, and Ribelin. Hall and Walz were absent. Also present were Cass Owens, Director and Reneé Heitkamp, Fiscal Officer

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

COMMENTS FROM PERSONS IN ATTENDANCE There were no comments.

Res#96-12 **MINUTES APPROVAL:** to approve the minutes of the September 17, 2012 Regular Meeting as presented.
Cimino made a motion and Ribelin seconded,
5 aye; 0 no; 2 absent; 0 abstain

FISCAL OFFICER

Res#97-12 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report and
10-A Financial Summary for September 2012 as presented.
Savako made a motion and Cimino seconded.
5 aye; 0 no; 2 absent; 0 abstain

Res#98-12 **Gifts & Donations:** to accept donations in the amount of \$544.21 as presented.
10-A Moser made a motion and Ribelin seconded.
5 aye; 0 no; 2 absent; 0 abstain

Discards: none
PLF Report 10-B

DIRECTOR

Monthly Report 10-C
Statistics

September 2012 10-D
Circulation by Month & Year 10-E
Sunday Statistics 10-F

Department Reports

Children's Department 10-G
Reference Department 10-H
Computer Services 10-I
Circulation Department – Meeting Rooms 10-J

Announcements

Patron Letter About Library Hours. 10-K
Change in Limits at Circulation
Calls to be made for Overdue Items

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

Bylaws Update: 7.13.4 Donations to Library has been added to the Bylaws. 10-K

NEW BUSINESS

Res#99-12 Ann Polichene Term: to request that the Ravenna School District Board of Education reappoint Ann Polichene for the term beginning January 1, 2013 and ending December 31, 2019.

Ribelin made a motion and Moser seconded.

5 aye; 0 no; 2 absent; 0 abstain

Report on Portage Library Consortium Support for Library Automation

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Records Retention Committee (of the Whole) and Finance Committee (of the Whole):

The Board agreed to have the Records Retention and the Finance Committee work sessions at 4:45 p.m. on November 19, 2012 before the Regular board meeting.

ADJOURNMENT

Moser made a motion and Cimino seconded that the meeting be adjourned at 5:50 p.m.

5 aye; 0 no; 2 absent; 0 abstain

Ann Polichene, President

Janice Savako, Secretary