

**REED MEMORIAL LIBRARY  
MINUTES  
REGULAR MEETING  
FEBRUARY 19, 2014  
CARLIN ROOM  
5:00 P.M.**

The Regular Meeting was called to order at 5:14 p.m. by Cimino with the following members present: Cimino, Hall, Savako, Ribelin, Walz and Moser. Polichene was excused. Also present were Cass Owens, Director and Reneé Heitkamp, Fiscal Officer.

**AGENDA APPROVAL:** to approve the agenda as presented.  
Moser made a motion and Ribelin seconded  
6 aye; 0 no; 1 absent; 0 abstain

**COMMENTS FROM PERSONS IN ATTENDANCE** There were no comments.

**Res#37-14** **MINUTES APPROVAL:** to approve the minutes of the January 15, 2014 Regular Meeting as presented.  
Hall made a motion and Savako seconded  
6 aye; 0 no; 1 absent; 0 abstain

**Res#38-14** **MINUTES APPROVAL:** to approve the minutes of the February 5, 2014 Special Meeting as presented.  
Ribelin made a motion and Savako seconded  
6 aye; 0 no; 1 absent; 0 abstain

**FISCAL OFFICER**

**Res#39-14** **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report and  
2-A Financial Summary for January 2014 as presented.  
Hall made a motion and Walz seconded  
6 aye; 0 no; 1 absent; 0 abstain

**Res#40-14** **Donations & Gifts:** to accept donations in the amount of \$24.95 as presented.  
2-A Walz made a motion and Savako seconded  
6 aye; 0 no; 1 absent; 0 abstain

**Res#41-14** **Discards:** to discard items listed as presented.  
2-A Ribelin made a motion and Savako seconded  
6 aye; 0 no; 1 absent; 0 abstain

**Res#42-14** **Amended Official Certificate of Estimated Resources:** to approve the first amendment of the 2014  
2-B Official Certificate of Estimated Resources as presented and to be sent to the Ravenna School District Board  
of Education.  
Walz made a motion and Hall seconded  
6 aye; 0 no; 1 absent; 0 abstain

**Res# 43-14** **Permanent Appropriations:** to approve the 2014 Permanent Appropriations as follows:

General Fund	\$2,100,000.00
<u>Special Revenue</u>	
Children's Area (2001)	15,000.00
Ruth C. Woolf (2002)	1,000.00
Brown Fund (2005)	0.00
<u>Capital Projects:</u>	
Build & Repair (4001)	175,000.00
Automation (4002)	25,000.00
<u>Permanent:</u>	
Gilbert/Short (4501)	<u>0.00</u>
<b>For a total of:</b>	<b><u>\$2,316,000.00</u></b>

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

**DIRECTOR**

**Monthly Report 2-C**  
**Statistics**

January 2014 2-D (Page 1-8)

Circulation by Month & Year 2-E

Sunday Statistics 2-F

**Department Reports**

Children's Department 2-G

Outreach Services 2-H

Reference Department 2-I

Computer Services 2-J

Circulation Department – Meeting rooms 2-K

**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:** none

**OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD:** There were no other items

**ADJOURNMENT**

Moser made a motion and Hall seconded that the meeting be adjourned at 5:38 p.m.

6 aye; 0 no; 1 absent; 0 abstain

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Frank Cimino, Vice President

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Janice Savako, Secretary