

**REED MEMORIAL LIBRARY
MINUTES
REGULAR MEETING
DECEMBER 19, 2018
JENKINS ROOM
5:00 P.M.**

The Regular Meeting was called to order at 5:04 p.m. by Cimino with the following members present: Cimino, Barber, Savako, Moser, Courtney and Grair. Walz was excused. Also present: Brian Hare, Director and Patricia Bertsch, Fiscal Officer.

AGENDA APPROVAL: to approve the agenda as presented.

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

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#90-18 **MINUTES APPROVAL:** to approve the minutes of the November 14, 2018 Regular Meeting as presented.
Courtney made a motion and Barber seconded
5 aye; 0 no; 1 absent; 1 abstain

FISCAL OFFICER

Res#91-18 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (12-A)
12-A And Financial Summary (12-B) for November 2018 as presented.
12-B Savako made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#92-18 **Donations & Gifts:** to accept donations in the amount of \$203.30 as presented.
12-C Moser made a motion and Courtney seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#93-18 **Discards:** to discard items listed as presented.
12-D Savako made a motion and Moser seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#94-18 **Bond for Deputy Fiscal Officer:** to authorize the Fiscal Officer to initiate a bond in the amount of
\$100,000 for the Deputy Fiscal Officer effective December 31, 2018 to December 31, 2019.
Courtney made a motion and Savako seconded
6 aye; 0 no; 1 absent; 0 abstain

Res#95-18 **Temporary Appropriations for 2019:** to approve the following 2019 Temporary Appropriations:

General Fund (1000)	\$537,185.00
<i>Special Revenue:</i>	
1) Children's Area (2001)	750.00
2) Ruth C. Woolf Memorial Fund (2002)	125.00
3) Brown Fund (2005)	0.00
<i>Capital Projects:</i>	
1) Building and Repair (4001)	25,000.00
2) Automation (4002)	1,250.00
<i>Permanent: Gilbert/Short (5001)</i>	<u>0.00</u>
For a total of:	\$564,310.00

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

DIRECTOR

- Monthly Report / Statistics** *12-E*
Department Reports / Statistics *12-F*
1. Reference Department
 2. Children's Department
 3. Circulation Department
 4. Computer Services
 5. Technical Services

Announcements

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: Met on December 19, 2018 at 4:00 pm

OLD BUSINESS: None

NEW BUSINESS

Res#96-18
12-G

Technology Plan: to approve the 2019-2021 Technology Plan as presented.

Courtney made a motion and Moser seconded

6 aye; 0 no; 1 absent; 0 abstain

Set Date for Special Meeting: An executive session - Trustees only - is scheduled for 4:00 p.m. on February 20, 2019 to discuss the performance appraisals for Director and Fiscal Officer.

Attachment: Job descriptions

Personnel Committee: A work session is scheduled for 3:00 p.m. on January 9, 2019.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD: None

ADJOURNMENT

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

6 aye; 0 no; 1 absent; 0 abstain

Frank Cimino, President

Janice Savako, Secretary