

**REED MEMORIAL LIBRARY  
MINUTES  
REGULAR MEETING  
JANUARY 16, 2019  
JENKINS ROOM  
5:30 P.M.**

The Regular Meeting was called to order at 5:35 p.m. by Cimino with the following members present: Cimino, Barber, Savako, Walz, Moser, Courtney and Grair.  
Also present: Brian Hare, Director and Patricia Bertsch, Fiscal Officer.

**AGENDA APPROVAL:** to approve the agenda with changes. Amended New Business by removing the resolution for the Budget.

Moser made a motion and Courtney seconded  
7 aye; 0 no; 0 absent; 0 abstain

**COMMENTS FROM PERSONS IN ATTENDANCE:** None

**Res#9-19 MINUTES APPROVAL:** to approve the minutes of the December 19, 2018 Regular Meeting as presented.  
Courtney made a motion and Barber seconded  
7 aye; 0 no; 0 absent; 0 abstain

**FISCAL OFFICER**

**Res#10-19 Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (1-B) and Financial Summary (1-C) for December 2018 as presented.  
1-A Courtney made a motion and Barber seconded  
1-B 7 aye; 0 no; 0 absent; 0 abstain

**Res#11-19 Donations & Gifts:** to accept donations in the amount of \$575.65 as presented.  
1-C Savako made a motion and Moser seconded  
7 aye; 0 no; 0 absent; 0 abstain

**Res#12-19 Discards:** to discard items listed as presented.  
1-D Moser made a motion and Courtney seconded  
7 aye; 0 no; 0 absent; 0 abstain

**Res#13-19 Credit Card Policy:** to accept the revised credit card policy as presented.  
1-E Savako made a motion and Barber seconded  
7 aye; 0 no; 0 absent; 0 abstain

**DIRECTOR**

**Monthly Report / Statistics 1-F**  
**Department Reports / Statistics 1-G**  
Reference Department  
Children's Department  
Circulation Department  
Computer Services  
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 January 9, 2019 at 3:00 p.m.

**OLD BUSINESS:** None

**NEW BUSINESS**

**Res#14-19**  
1-H **HVAC Maintenance Contract:** to approve entering into a maintenance contract with Gardiner for the amount of \$6,340 for February 1, 2019 to January 31, 2020 as presented.  
Courtney made a motion and Barber seconded  
7 aye; 0 no; 0 absent; 0 abstain

**Res#15-19** **Insurance:** to approve payment of insurance premium for property and casualty for the building and contents, including boiler, for the term: February 10, 2019 to February 10, 2020 and Director and Fiscal Officer Bonds for the term: February 1, 2019 to January 31, 2020 and Deputy Fiscal Officer's bond for term: December 31, 2018 until December 31, 2019.  
Moser made a motion and Courtney seconded  
7 aye; 0 no; 0 absent; 0 abstain

**Res#16-19** **Permanent Appropriations:** to approve the 2019 Permanent Appropriations as follows:

General Fund	\$2,180,644.06
<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>
<b>For a total of:</b>	<b><u>\$2,289,144.06</u></b>

Courtney made a motion and Walz seconded  
7 aye; 0 no; 0 absent; 0 abstain

**OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD:** None

**ADJOURNMENT**

Savako made a motion and Courtney seconded that the meeting be adjourned at 6:23 p.m.  
7 aye; 0 no; 0 absent; 0 abstain

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Frank Cimino, President

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Janice Savako, Secretary