

Minutes of a Special Meeting of the Board of Trustees of Putnam County District Library held at Columbus Grove Branch Library, Columbus Grove, Ohio 4:00 p.m., Thursday October 9, 2007

Present: Keith Kahle, Larry Bracken, Virginia Schroeder, Mary Lieb, Nancy Turner, and Beth Myers.

Others: Kelly Ward, Director; Nancy Stauffer, Clerk-Treasurer

UPDATE ON BUILDING. Nancy Stauffer provided the following update on the building

FEMA- Had kick-off meeting with FEMA on October 1, 2007. Gathering clean-up and force labor information. Prosecuting Attny talked with FEMA asking for a letter stating that we can declare reconstruction and emergency and forgo competitive bidding requirements per the ORC. FEMA representative is getting letter together, gave verbal approval.

Insurance - Met with independent insurance adjusters along with Bob Fawcett on October 3, 2007. Gathering estimates for replacement costs for insurance.

Construction - Technicon Design Group is finishing scope this week setting meeting with contractors for gather estimates late next week. 1st or 2nd week of November award contracts

New Business

- A. **EMERGENCY DECLARATION FOR FLOOD CLEANUP AND RECONSTRUCTION.** Motion was made by Beth Myers and seconded by Keith Kahle to declare the flood cleanup and reconstruction an emergency retroactive to August 22, 2007. All voted yes on the roll call vote.
- B. **HEAD OF TECHNICAL SERVICES POSITION.** Motion was made by Larry Bracken and seconded by Virginia Schroeder to create the position of Head of Technical Services. All voted yes on the roll call vote.
- C. **APPOINT HEAD OF TECHNICAL SERVICES.** Motion was made by Larry Bracken and seconded by Virginia Schroeder to appoint Laura Schmitz to the position of Head of Technical Service with an annual salary of \$30,160.00. All voted yes on the roll call vote.
- D. **TEMPORARY LIBRARY SPACE RENTAL.** Motion was made by Keith Kahle and seconded by Mary Leib approve rental of room at the Educational Services Center for \$1,333.33 per month, including utilities. The term of the lease is 6 months then month to month. All voted yes on the roll call vote.
- E. **CELLULAR PHONE.** Motion was made by Beth Myers and seconded by Larry Bracken to purchase a cell phone from Alltel so the regular telephone number 419-523-3747 could be forwarded . All voted yes on the roll call vote.

F. **TEMPORARY/PART-TIME CONTRACT MAINTENANCE POSITION.** Motion was made by Larry Bracken and seconded by Virginia Schroeder created the position of temporary/part-time contract maintenance at \$9.00 per hour. All voted yes on the roll call vote.

VIII. COMMENTS FROM INDIVIDUAL BOARD MEMBERS: Motion was made by Mary Lieb and seconded by Leroy Reed expressing the Board's extreme thanks for the dedication and devotion by the staff during these extremely difficult time. All voted yes on the roll call vote.

IX. COMMENTS FROM THE PUBLIC: None

ADJOURNMENT. There being no further business the meeting was adjourned at 5:50 p.m., on motion by Larry Bracken. The next regular board meeting will be held on Tuesday, October 16, 2007, at 4:30 p.m.

Secretary

President