

Minutes of a Regular Meeting of the Board of Trustees of Putnam County District Library held at Putnam County District Library, Ottawa, Ohio 4:30 p.m., Tuesday, March 20, 2007

Present: Virginia Schroeder, Michelle Giesige, Keith Kahle, Mary Lieb, and Nancy Turner.

Others: Linda Ewing, Director; Nancy Stauffer, Clerk-Treasurer/Assistant Director

MINUTES. The minutes of the February meeting were approved, on motion by Mrs. Schroeder seconded by Mr. Kahle. All voted yes on the roll call vote, except Mrs. Lieb who abstained.

Financial

A. **FINANCIAL REPORTS.** The bills and financial reports were approved, on motion by Mrs. Giesige, seconded by Mr. Kahle. All voted yes on the roll call vote.

Items from the Director

- B. **CIRCULATION REPORT.** Mrs. Ewing presented the circulation report for the main library and all branches for the month of February.
- C. **PETTY CASH REPORT.** Mrs. Ewing presented the petty cash report for February, noting that fines, fees and copy revenue at the branches was \$709.45 and at main was \$1,001.72.
- D. **GIFTS.** Accepted the gifts and memorials totaling \$725.35 for February as itemized on the petty cash report, on motion by Mrs. Lieb seconded by Mr. Giesige. All voted yes on the roll call vote.
- E. **FT. JENNINGS BRANCH LIBRARY MOVE.** Mrs. Ewing reported to the Board that we met Ft. Jennings School Superintendent, Frank Sukup a second time to discuss the move, the estimated move date is still May, 2007.
- F. **REPORTS FROM BRANCHES.** None
- G. **COMMENTS FROM INDIVIDUAL BOARD MEMBERS.** Mrs. Giesige inquired about the reduction in the number of a staff computers at the Ottoville Branch Library from two to one. Mrs. Ewing stated that the second computer was moved to create a second patron computer. All other branches the size of Ottoville have only one staff computer.
- H. **COMMENTS FROM THE PUBLIC.** None.

ADJOURNMENT. There being no further business the meeting was adjourned at 5:00 p.m., on motion by Mr. Kahle. The next regular meeting will be held on Tuesday, April 17, 2007, at 4:30 p.m.

Secretary

President