

Minutes of a Regular Meeting of the Board of Trustees of Putnam County District Library, at the Ottoville Library Location, Ottoville, Ohio 4:30 p.m., Tuesday, October 20, 2009

Present: Virginia Schroeder, Keith Kahle, Beth Myers, Janice Crawfis, Mary Lieb, and Dale Nienberg

Others: Kelly Ward, Director; Nancy Stauffer, Fiscal Officer

Public: Sue Barnhart, Rose Ellerbrock, Sydney Barnhart, Donald Schroeder, Audrey Kimmet Beverly Ricker, Colleen Sager, Nancy Kline, Judi Parker, Evan Parker, Angela Brinkman, Teron Barnhart, Mary Kistler, Michelle Kortokrax, Jodi Turnwald

MINUTES. The minutes of the September 15 regular meeting were approved, on motion by Beth Myers and seconded by Virginia Schroeder. All voted yes on the roll call vote, except Beth Myers and Janice Crawfis who abstained.

Financial

I. FINANCIAL REPORTS. The September bills and financial reports were approved, on motion by Janice Crawfis, seconded by Mary Lieb. All voted yes on the roll call vote.

Items from the Director

II. DIRECTORS REPORT. Kelly Ward Director presented her monthly Director's report (see attached report).

III. CIRCULATION REPORT. Kelly Ward Director presented her monthly Director's report (see attached report).

IV. PETTY CASH REPORT. The petty cash reports for September was presented noting that fines and fees and copy was \$818.17 and \$480.45 respectively.

V. GIFTS. Accepted September gifts and memorials of \$1,366.92 on the petty cash reports, on motion by Dale Nienberg and seconded by Virginia Schroeder. All voted yes on the roll call vote.

New Business

VI. BUILDING COMMITTEE REPORT AND MOTION. Building Committee reported they met with Design Group and Technicon Design Group. They were shown a 3D walk through of the proposed facility and reviewed and selected various colors and fabrics. Motion was made by Janice Crawfis and seconded by Virginia Schroeder to approve the colors and fabrics as presented. (See attached samples). All voted yes on the roll call vote.

October 20, 2009

- VII. **EXECUTIVE SESSION.** Motion was made by Virginia Schroeder and seconded by Mary Lieb to go into executive session at 5:55 pm to discuss the sale of the building on North Thomas Street and a personnel matter. All voted yes on the roll call vote.
- VIII. **EXECUTIVE SESSION.** Motion was made by Virginia Schroeder and seconded by Beth Myers to come out of executive session at 6:15 pm. All voted yes on the roll call vote.
- IX. **REINSTATEMENT OF JAN FUETTER.** Motion was made by Dale Nienburg and seconded by Virginia Schroeder to authorize the Director to issue a notice of temporary reinstatement to Jan Fuetter for the remainder of Judy Schroeder's leave of absence. The position reinstatement will be reevaluated at the end of that time. All voted yes on the roll call vote.
- X. **HIRE LEGAL COUNSEL.** Motion was made by Janice Crawfis and seconded by Beth Myers to hire legal counsel to prepare the needed documents in order to proceed with the sale of the building on North Thomas Street. All voted yes on the roll call vote.
- XI. **APPROPRIATIONS MODIFICATIONS.** Motion was made by Beth Myers and seconded by Janice Crawfis to approve Resolution 9-2009, appropriations modifications as presented. (see attach schedule) All voted yes on the roll call vote.
- XII. **RULES OF ORDER.** Motion was made by Dale Nienberg and seconded by Virginia Schroeder to approve the Rules of Order effective immediately upon approval of the Board. All voted yes on the roll call vote. (copy attached)
- XIII. **EMPLOYEE POLICY AND PROCEDURE MANUAL AMENDMENT REVIEW (SECTIONS 4 - 8).**
- XIV. **REPORT OF BRANCHES AND FRIENDS:** The Friends of the PCDL will hold their craftshow on October 31 at OG High School. The Friends of the PCDL will also be selling Elder Beerman Community Day coupon booklets for \$5.

COMMENTS FROM INDIVIDUAL BOARD MEMBERS: Dale Nienburg made comment he would like to delay the date that the Regular Board meeting in Kalida to a date that the Board could tour the proposed new site.

COMMENTS FROM THE PUBLIC.

Name	Comment
Michelle Kortokrax	When will you break ground?
Sue Barnhart	How much will the furniture for the new building cost? Why was the \$500,000 transferred out of the General Fund?
Michelle Kortokrax	You are operating under a very tight budget. How will you operate the other libraries after building a new facility in Ottawa? People should have an opportunity to vote on the \$500,000 transfer.
Sue Barnhart	Which policy manual is currently in effect? Do employees get a notice of

October 20, 2009

	when they have reached their vacation limit and will have to forfeit additional vacation leave?	
Michelle Kortokrax	Why are you spending more than the insurance settlement money on the new building?	
Jodi Turnwald	Why don't you use some of the vacant properties downtown for your library?	
Krista Switt	The young residents will have the burden of paying for the new building.	
Evan Parker	The board members are all old; it's the young people who will be paying for everything long after the board members are gone. The people are being taxed excessively; where will all the money come from to pay all those taxes? Why should the residents of Putnam County support a levy when no input has been sought from the public?	
Terrin Barnhart	The public is discussing these things.	
Jodi Turnwald	When businesses design new buildings they design them for future expansion. Has the board done this? What are you going to do if the cuts in funding get deeper and deeper--do you have plans in place for future deeper cuts? How will you operate all the libraries? It doesn't seem like the board is doing a very good job of planning ahead. People should be able to vote on things--like the \$500,000 transfer.	

ADJOURNMENT. There being no further business the meeting was adjourned at 6:15 p.m., on motion by Virginia Schroeder. The next regular board meeting will be held on Tuesday, November 17, 2009, at 4:30 p.m. at Fort Jennings Library Location.

 Secretary

 President