

**Minutes of a Special Meeting of the Board of Trustees of Putnam County District Library held at Putnam County Educational Services Center, Ottawa, Ohio 1:30 p.m., May 13, 2010**

**Present:** Beth Myers, Keith Kahle, Ginger O'Malley, Dale Nienberg, Mary Lieb, and Janice Crawfis.

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

- A. Discussed building sale offer from Croy's Mowing. Call Irwin Realty to request a time extension from Croy's Mowing until after the May 18, 2010 regular board meeting.
- B. The Director presented the State Term Contracts related the furniture specified for purchase by Design Group. She stated that Design Group is recommending the furniture order be placed by June for January delivery. Office furniture is not specified by Design Group. The Board asked the Director to create a list of office furniture required for the new building. No action was taken.
- C. Fiscal Officer discussed payroll projections, appropriation modifications and OPERS exemptions. No action was taken.

**ADJOURNMENT.** There being no further business the meeting was adjourned at 4:50 p.m., on motion by Ginger O'Malley. The next regular board meeting will be held on Tuesday, May 18, 2010 at 4:30 p.m.

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Secretary

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President