

Minutes of a Regular Meeting of the Board of Trustees of Putnam County District Library held at Putnam County District Library, Ottawa, Ohio 6:00 p.m., August 18, 2015

Board: Beth Myers, Paulette Smith, Denny Mumaw, Donna Laubenthal, David Burkhart, and Anthony Wobler

Administration: Kelly Ward, Director and Nancy Stauffer

Public: Karen Okuley, Judy Ruen, and Donald Schroeder

PLEDGE OF ALLEGIANCE

- A. **REGULAR MINUTES.** The minutes of the July 21, 2015 meeting were approved on motion by Donna Laubenthal and seconded Beth Myers. All voted yes on the roll call vote.
- B. **BILLS AND FINANCIAL REPORTS.** The July bills and financial reports were approved on motion by Beth Myers and seconded by David Burkhart. All voted yes on the roll call vote.
- C. **PETTY CASH REPORT.** The petty cash report for July was presented noting the following revenue: fines and fees \$621.14; copies \$496.05; miscellaneous revenue for the September 18, 2015 Teen Think Tank program registration fees \$120.00; refund \$25.00.
- D. **GIFTS.** Accepted the following donations in July: Memorial Fund \$996.73; on motion by Paulette Smith and seconded by Anthony Wobler. All voted yes on the roll call vote.
- E. **DIRECTOR'S REPORT.** Kelly Ward, Director, presented her July Director's Report (see attached report). Also the Director discussed that we had been awarded an AmeriCorps Grant. The Library's match would be \$1,250.00 for 11 months and 900 hours of technology training for our patrons.

NEW BUSINESS

- F. **HIRED PART TIME LIBRARY ASSISTANT 2 CARGO.** Motion was made by Denny Mumaw and seconded by Beth Myers to hire Kelly Schroeder as part time Library Assistant 2 Cargo effective August 24, 2015 at \$9.00 per hour. All voted yes on the roll call vote.
- G. **RESIGNATION OF BOARD MEMBER NICHOL HOHENBRINK.** Motion was made by Beth Myers and seconded by Donna Laubenthal to accept the resignation of Board member Nicole Hohenbrink effective immediately with regrets. All voted yes on the roll call vote.
- H. **CHANGE DATE OF SEPTEMBER REGULAR BOARD MEETING.** Motion was made by Denny Mumaw and seconded by David Burkhart to move the regular September Board meeting from September 15, 2015 to September 22, 2015. All voted yes on the roll call vote.
- I. The Board held a brief discussion about the sale and marketing of the library pavers.
- J. **REPORT OF BRANCHES AND FRIENDS:** Karen Okuley reported that the craftshow committee met and they noted that all but 14 vendor booths had been sold and the advertising flyers and signs are ready for distribution. Also the next craftshow committee meeting is scheduled for September 8, 2015 at 1:00 pm and the next regular meeting is September 14, 2015.
- K. **COMMENTS FROM INDIVIDUAL BOARD MEMBERS:** None.
- L. **COMMENTS FROM THE PUBLIC:** None.

ADJOURNMENT. There being no further business the meeting was adjourned at 7:30 p.m., on motion by Denny Mumaw. The next regular board meeting will be held on Tuesday, September 22, 2015, at 6:30 p.m. at Ottawa Library Location.

Secretary

President