

February 17, 2015

Minutes of a Regular Meeting of the Board of Trustees of Putnam County District Library held at Putnam County District Library, Ottawa, Ohio 6:30 p.m., February 17, 2015

Board: Denny Mumaw, Paulette Smith, Nichol Hohenbrink, Donna Laubenthal, and Anthony Wobler

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

Public: Karen Okuley, Donald Schroeder, and Judy Ruen

PLEDGE OF ALLEGIANCE

- A. **REGULAR MINUTES.** The minutes of the January 20, 2015 regular meeting were approved on motion by Paulette Smith and seconded by Denny Mumaw. All voted yes on the roll call vote except Donna Laubenthal who abstained.
- B. **BILLS AND FINANCIAL REPORTS.** The January bills and financial reports were approved, on motion by Nichol Hohenbrink and seconded by Tony Wobler. All voted yes on the roll call vote.
- C. **PETTY CASH REPORT.** The corrected December petty cash was presented noting the following revenue: fines and fees \$704.77; meeting room rental \$75.00; copies \$640.35; miscellaneous \$102.21 from Ottoville Telephone capital credit refund.
- D. **PETTY CASH REPORT.** The petty cash report for January was presented noting the following revenue: fines and fees \$595.04; copies \$356.95; reimbursement from Putnam County Master Gardeners \$195.00 for the memorial tree for Dale Nienberg; sale of a commemorative paver \$120.00.
- E. **GIFTS.** Corrected donation list for December: Memorial Fund \$1,116.85, as listed on the petty cash reports, on motion by Denny Mumaw and seconded by Donna Laubenthal. All voted yes on the roll call vote.

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- F. **GIFTS.** Accepted the following donations in January: Memorial Fund \$3,528.80, as listed on the petty cash reports, on motion by Paulette Smith and seconded by Donna Laubenthal. All voted yes on the roll call vote.
- G. **DIRECTOR'S REPORT.** Kelly Ward, Director, presented her January Director's Report (see attached report).

NEW BUSINESS

The Board held a discussion concerning the feasibility of putting an operating levy on the November 2015 ballot. They concluded that we needed to come up with ways to promote the library and its services to the public so people can see the value in our services before attempting a levy.

Fiscal Officer, Nancy Stauffer left the meeting at 7:30 am.

REPORT OF BRANCHES AND FRIENDS: Karen Okuley noted that they currently have 46 members. They are going to sell cookies, popcorn, pretzels, and water for the Great Ohio Bike Adventure (GOBA). They are also going to have a cell phone charging station. She also noted that their next meeting is March 2, 2015 at 4:30 p.m. Karen noted that she will talk to the Friends about their ideas to promote the library. She commented that the next craftshow meeting will be on February 19th. The Friends are also getting ready for the booksale which will be held June 2nd and 3rd.

COMMENTS FROM INDIVIDUAL BOARD MEMBERS: Tony Wobler commented that the Director gave him a tour of all of the branch libraries.

Denny Mumaw asked for ideas concerning additional ways to promote the library so people can acknowledge and appreciate the value in our services. The Board decided to hold a special meeting at a later date to discuss the issue further.

COMMENTS FROM THE PUBLIC: None

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ADJOURNMENT. There being no further business the meeting was adjourned at 7:44 p.m., on motion by Denny Mumaw. The next regular board meeting will be held on Tuesday, March 17, 2015, at 6:30 p.m. at Ottawa Library Location.

Secretary

President