

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., September 22, 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 August 18, 2015 meeting were approved on motion by Beth Myers and seconded by Donna Laubenthal. All voted yes on the roll call vote.
- B. **BILLS AND FINANCIAL REPORTS.** The August bills and financial reports were approved on motion by Paulette Smith and seconded by David Burkhart. All voted yes on the roll call vote.
- C. **PETTY CASH REPORT.** The petty cash report for August was presented noting the following revenue: fines and fees \$642.25; copies \$722.90; miscellaneous revenue for the September 18, 2015 Teen Think Tank program registration fees \$195.00; refund \$400.00.
- D. **GIFTS.** Accepted the following donations in August: General Fund \$10.00 and Memorial Fund \$517.00; on motion by Denny Mumaw and seconded by David Burkhart. All voted yes on the roll call vote.
- E. **DIRECTOR'S REPORT.** Kelly Ward, Director, presented her August Director's Report (see attached report).

NEW BUSINESS

- F. **RETIREMENT OF JOSEPH SCHRODER.** Motion was made by Donna Laubenthal and seconded by Anthony Wobler to accept the retirement of Joseph Schroeder effective September 30, 2015. All voted yes on the roll call vote.
- G. **ANNUAL INSERVICE DAY.** Motion was made by Beth Myers and seconded by Denny Mumaw to approve the purchase of lunch for the staff for the November 9, 2015 inservice meeting at a cost not to exceed \$500.00. All voted yes on the roll call vote.
- H. **2015 APPROPRIATIONS MODIFICATIONS.** Beth Myers moved to adopt Resolution 5-2015 approving the 2015 Appropriations Modifications increasing Summer Reading Club Fund, Supplies by \$197.01. Paulette Smith seconded and all voted yes on the roll call vote.
- I. **REPORT OF BRANCHES AND FRIENDS:** Judy Ruen made the following comments related the October 31, 2015 craftshow: 120 vendor craftshow booths had been sold; more advertising flyers and signs are available for distribution; the billboard was placed on Route 65 south of Ottawa; and they are looking for volunteers.
- J. **COMMENTS FROM INDIVIDUAL BOARD MEMBERS:** Beth Myers thanked the members of the Friends of the PCDL for all their fund raising efforts. She commented that the funds they raised allowed the Library to continue to provide performers and supplies for the Summer Reading Club program when Library funds were severely cut in 2009. They continue to provide the funds for this program and many more. She thanked Karen Okuley, Judy Ruen and all the other members that revitalized the Friends of the PCDL when the Library needed them the most. Karen Okuley commented that she came on board with the Friends of the PCDL out of respect for Beth Myers mother, who helped Karen out when she was a new School Librarian.

Tony Wobler complemented the professionalism of the Library administrative staff and the Friends of the PCDL.

Donna Laubenthal commented that she was working on a letter promoting the sale of the Library pavers.

Denny Mumaw stated he appreciated that the Board meeting information was provided to the Board for review prior to the meetings.

K. **COMMENTS FROM THE PUBLIC:** None.

ADJOURNMENT. There being no further business the meeting was adjourned at 7:23 p.m., on motion by Denny Mumaw. The next regular board meeting will be held on Tuesday, October 20, 2015, at 6:30 p.m. at Ottawa Library Location.

Secretary

President