

**Minutes of a Regular Meeting of the Board of Trustees of Putnam County District Library held at Putnam County District Library, Ottawa, Ohio at 6:30 p.m., July 18, 2017**

**Board:** Paulette Smith, Denny Mumaw, Anna Horstman, David Burkhart, Anthony Wobler, and Judy Bosch

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

**Public:** Karen Okuley and Judy Ruen

**PLEDGE OF ALLEGIANCE**

- A. **REGULAR MINUTES.** The minutes of the June 20, 2017 meeting were approved on motion by Anna Horstman and seconded by Denny Mumaw. All voted yes on the roll call vote, except David Burkhart and Judy Bosch who abstained.
- B. **BILLS AND FINANCIAL REPORTS.** The June bills and financial reports were approved on motion by Anna Horstman and seconded by Judy Bosch. All voted yes on the roll call vote.
- C. **PETTY CASH REPORT.** The petty cash report for June was presented noting the following revenue: fines and fees \$553.14 and copies \$409.65.
- D. **GIFTS.** Paulette Smith moved to accept the following donations in June: Memorial Fund \$3,003.85 and donation of Eloise Bunn \$15,425.41. Anthony Wobler seconded the motion, and all voted yes on the roll call vote.
- E. **DIRECTOR'S REPORT.** Kelly Ward, Director, presented her June Director's Report (see-attached report).

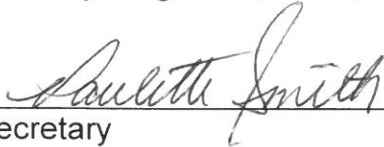
**NEW BUSINESS**

- F. **NEW FUND (ELOISE BUNN BEQUEST FUND).** Motion was made by Denny Mumaw and seconded by Judy Bosch to create the new fund Eloise Bunn Bequest Fund to account for an annual bequest of \$15,425.41 through June 2025. All voted yes on the roll call vote.
- G. **2017 APPROPRIATIONS MODIFICATIONS.** Anna Horstman moved to adopt Resolution 4-2017 approving the 2017 Appropriations Modifications establishing appropriations in the Eloise Bunn Bequest Fund, Salaries and Capital Outlay by \$7,000.00 and \$3,000.00 respectively. Paulette Smith seconded and all voted yes on the roll call vote.
- H. **OLC CONVENTION AND EXPO.** The Director requested approval to have herself and four other staff members attend the OLC Convention and Expo October 4<sup>th</sup> - 6<sup>th</sup>. Motion was made by Judy Bosch and seconded by Anthony Wobler to approve the

training as presented. The estimated total cost including registration, meals, and lodging is \$1,800.00. All voted yes on the roll call vote.

- I. **RESIGNATION OF KATHERINE STEPHENS.** Motion was made by Anna Horstman and seconded by Paulette Smith to accept the resignation of Katherine Stephens effective August 1, 2017. All voted yes on the roll call vote.
- J. **REPORT OF BRANCHES AND FRIENDS.** Karen Okuley commented that twelve members of the Hamler Friends group toured our library locations on June 29, 2017. The PCDL Friends will be touring the Henry County library locations on August 3, 2017. There will be a craft show committee meeting on August 14, 2017.
- K. **COMMENTS FROM INDIVIDUAL BOARD MEMBERS.**  
Denny Mumaw commented that the August Board meeting will be held at the Kalida Library Location at 6:00 p.m.
- L. **COMMENTS FROM THE PUBLIC:** None.

**ADJOURNMENT.** There being no further business the meeting was adjourned at 7:07 p.m., on motion by Denny Mumaw. The next regular board meeting will be held on Tuesday, August 15, 2017, at 6:00 p.m. at the Kalida Library Location.

  
Secretary

  
President