

**RECORD OF PROCEEDINGS**

Minutes of The Board of Trustees of the Newcomerstown Public Library July 11, 2017 Meeting

Held: Tuesday, July 11, 2017

The Board of Trustees of the Newcomerstown Public Library met in regular session on Tuesday, July 11, 2017 at 6:03 p.m. at the Library Annex Building. The meeting was called to order by Board President, Jim Russell, with the roll call of members. Members in attendance were: Jim Russell, Janet Addy, Rita Lahmers and Daniel Styer. Members not in attendance were: Shirley Osler, Ray Booth and Sandalynn Henry. Staff members in attendance were: Director, Cody Addy and Fiscal Officer, Karen Morrison.

**MINUTES:**

Board President, Jim Russell, called for the reading of the minutes of the June 6, 2017 regular meeting. A motion was made by Janet Addy and seconded by Rita Lahmers to accept the Minutes of the regular meeting. Hearing no objections, the Minutes for the regular meeting were approved.

**FISCAL OFFICER'S REPORT:**

Fiscal Officer, Karen Morrison, prepared for the Trustees, the Financial Report, date ending June 30, 2017, of the Library funds and the bills totaling \$49,664.66. There were gifts totaling \$450.00 for the month of June, 2017 with the details attached to the Financial Report.

The Funds Status for June 30, 2017 was as follows:

FUND#	FUND DESCRIPTION	%	FUND	INVESTMENTS	CHECKING &
		TOTAL	BALANCE	NON-POOLED	POOLED INVEST.
		POOLED		BALANCE	BALANCE
1000	General	96.548	\$280,447.79	\$ 0.00	\$280,447.79
4001	Capital Projects	<u>3.452</u>	<u>10,028.50</u>	<u>0.00</u>	<u>10,028.50</u>
	ALL FUNDS TOTAL		\$290,476.29	\$ 0.00	\$290,476.29
				Pooled Investments	\$ 10,002.68
				Less Secondary Balance	0.00
				Available Primary Checking Balance	\$ 280,473.61

A motion was made by Rita Lahmers and seconded by Janet Addy to accept the Financial Statement and pay the bills in the amount of \$49,664.66 and accept the gifts for June, 2017. Upon roll call, the vote was: Jim Russell, Yes; Rita Lahmers, Yes; Daniel Styer, Yes; and Janet Addy, Yes. All voting, "Yes", the motion carried.



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### LIBRARIAN'S REPORT:

Director, Cody Addy, supplied a written circulation report for June 2017 showing a circulation of 16,099 units. The visitor count for June 2017 was 5,868.

### COMMUNICATIONS AND COMMITTEE REPORTS:

Cody Addy gave the Board information in his agenda concerning the following topics:

- The Anti-Drug Rally Motorcycle Challenge ending at Cy Young Park went well;
- Another Anti-Drug Rally will be held on July 22<sup>nd</sup> from 10:00 a.m. until 2:00 p.m. at the David Barber Center;
- The Library was part of the Cy Young Days – Participated in the Parade, Photo in the News, Horse Rides, Blow-Ups on Property, Annex was used as First Aid Station/Reference Center;
- Temporary Fix to Leak in Annex Conduit Pipe;
- Insurance Claim being filed for May 31<sup>st</sup> Storm – Fire Panel / HVAC Contractors;
- Security Cameras being installed;
- Audrey Heimbusch will be the new president of the Friends of the Library;
- Reported on T-Mobile Hot Spots.

### OLD BUSINESS:

The Board discussed the CCW Policy – Final Steps

- a. Patron/Community Comments; and
- b. Trainings, Seminars, Ammo, etc.

### NEW BUSINESS:

Carol Sulser is retiring at the end of July 2017.

Tom Little Community Fund organization will have a community fundraising event on August 19, 2017.

Having no other business to come before the board a motion was made by Rita Lahmers and seconded by Janet Addy to adjourn at 7:25 p.m.

**ADJOURNMENT: Tuesday, July 11, 2017 AT 7:25 P.M.**

### **SUBMITTED BY:**

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Daniel M. Styer- Secretary  
**RECORD # 942**

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Jim Russell – Board President