

RECORD OF PROCEEDINGS

Minutes of The Board of Trustees of the Newcomerstown Public Library March 8, 2016 Meeting
Held: Tuesday, March 8, 2016

The Board of Trustees of the Newcomerstown Public Library met in regular session on Tuesday, March 8, 2016 at 6:00 p.m. at the Library Annex Building. The meeting was called to order by Board President, Ray Booth, with the roll call of members. Members in attendance were: Ray Booth, Shirley Osler, Jim Russell, Sandalynn Henry, Janet Addy, Rita Lahmers, and Daniel Styer. Staff members in attendance were: Director, Cody Addy, and Fiscal Officer, Karen Morrison.

MINUTES:

Board President, Ray Booth, called for the reading of the minutes of the February 9, 2016 regular meeting. A motion was made by Sandalynn Henry 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 February 29, 2016, of the Library funds and the bills totaling \$32,283.69. There were no gifts for the month of February 2016.

The Funds Status for February 29, 2016 was as follows:

FUND#	FUND DESCRIPTION	%	FUND	INVESTMENTS	CHECKING &
		TOTAL	BALANCE	NON-POOLED	POOLED INVEST.
		POOLED		BALANCE	BALANCE
1000	General	95.784	\$227,237.20	\$ 0.00	\$227,237.20
2001	Technology Fund	0.000	0.00	0.00	0.00
4001	Capital Projects	4.216	10,001.27	0.00	10,001.27
	ALL FUNDS TOTAL		\$237,238.47	\$ 0.00	\$237,238.47
					\$ 10,001.36
					0.00
					\$ 227,237.11

A motion was made by Jim Russell and seconded by Janet Addy to accept the Financial Statement and pay the bills in the amount of \$32,283.69. Upon roll call, the vote was: Ray Booth, Yes; Shirley Osler, Yes; Jim Russell, Yes; Janet Addy, Yes; Sandalynn Henry, Yes; Rita Lahmers, Yes; and Daniel Styer, Yes. All voting, "Yes", the motion carried.

RECORD OF PROCEEDINGS

Minutes of The Board of Trustees of the Newcomerstown Public Library March 8, 2016 Meeting
Held: Tuesday, March 8, 2016

LIBRARIAN'S REPORT:

Director, Cody Addy, reported that the circulation report for February 2016 showed a circulation of 12,289 units. The visitor count for February 2016 was 3,911.

COMMUNICATIONS AND COMMITTEE REPORTS:

Cody Addy reported on the following topics;

- Grant Writing – Multi-cultural Grant for Programming Community Day;
- Grant Writing Workshops – Kent Tuscarawas (Chris);
- Community WiFi Service - Handout (Planning & Implementing);
- Alarm System & Phone System – Evaluating upgrades – to be more cost effective;
- Implementation of Pre-evaluations;
- Year end Library Report.
-

OLD BUSINESS:

The Trustees discussed ideas for a 1-5 Year Plan (Community WiFi; Inspection/Study of both buildings – updates to bring current to code; Parking for Staff; Railroad Right-of-way status).

NEW BUSINESS:

Discussion concerning John R. Starkey handouts showing his ideas for murals for both buildings. Trustees will need more information for further discussion.

Karen Morrison reported that the CPA Firm of Wilson, Phillips & Agin of Zanesville is under contract and will be performing an audit in May or June that may take 3 days to complete.

Having no other business to come before the board a motion was made by Jim Russell and seconded by Shirley Osler to adjourn at 7:00 p.m.

ADJOURNMENT: Tuesday, March 8, 2016 AT 7:00 P.M.

SUBMITTED BY:

Daniel M. Styer- Secretary

Ray Booth - Board President

RECORD # 924