

**STOW-MUNROE FALLS PUBLIC LIBRARY  
BOARD OF TRUSTEES  
ORGANIZATIONAL BOARD MEETING  
Monday January 21, 2013**

**CALL TO ORDER**

The meeting was called to order at 6:30 pm by President Renninger.

**PRESENT**

Christina Gary, David Renninger, President; Tom Shubert, Vice President; Craig Mancuso, Secretary; Sara Drew, Ron Antal, Ken Gessford

**ABSENT**

**OTHERS PRESENT**

Doug Dotterer, Director, Linda Sutherland, Fiscal Officer

**PUBLIC**

Karen Powers, Board President Stow-Munroe Falls City Schools; Rod Armstrong, Board Member Stow-Munroe Falls City Schools; Jenn Hale, Finance Assistant

**SWEARING IN OF THE BOARD OFFICERS FOR 2013**

Karen Powers, Board President, Stow-Munroe Falls City Schools swore in the Stow-Munroe Falls Public Library Board Officers for 2013: David Renninger, President; Tom Shubert, Vice President; Craig Mancuso, Secretary. Karen Powers, Board President, Stow-Munroe Falls City Schools swore in the new Trustee: Sara Drew. Please see attached copy.

**ACTION ITEMS**

**MOTION NO. 130121-1 AUTHORIZATION OF EXPENDITURES BY DIRECTOR**

Mancuso moved, Shubert seconded:

RESOLVED: That the Board of Trustees authorizes the Director to purchase library materials, supplies, equipment, and services for the fiscal year 2013, as funds are appropriated.

The roll being called on its adoption, the vote resulted as follows:

AYES: Gary, Gessford, Mancuso, Shubert, Antal, Drew, Renninger,

NAYS:

Motion carried.

**MOTION NO. 130121-2 AUTHORIZATION OF EXPENDITURES BY FISCAL OFFICER**

Antal moved, Shubert seconded:

RESOLVED: That the Board of Trustees authorizes the Fiscal Officer to pay the library utilities, contracted services, and employee wages for the fiscal year 2013.

The roll being called on its adoption, the vote resulted as follows:

AYES: Gessford, Mancuso, Shubert, Antal, Drew, Gary, Renninger

NAYS:

Motion carried.

**OTHER**

**MOTION NO. 130121-3 APPOINTMENT OF DEPUTY FISCAL OFFICER**

Shubert moved, Mancuso seconded:

RESOLVED: That the Board of Trustees appoints Jennifer Hale as Deputy Fiscal Officer of Stow-Munroe Falls Public Library for the year 2013.

The roll being called on its adoption, the vote resulted as follows:

AYES: Mancuso, Shubert, Antal, Drew, Gary, Gessford, Renninger

NAYS:

Motion carried.

**MOTION NO. 130121-4 APPOINT TRUSTEE TO LIBRARY FOUNDATION BOARD**

Mancuso moved, Gessford seconded:

RESOLVED: That the Board of Trustees appoints David Renninger; as the trustee representative to the Stow-Munroe Falls Library Foundation Board for the year 2013.

The roll being called on its adoption, the vote resulted as follows:

AYES: Shubert, Antal, Drew, Gary, Gessford, Mancuso, Renninger

NAYS:

Motion carried.

**MOTION NO. 130121-5 APPROVE COMMITTEE ASSIGNMENTS**

Antal moved, Gary seconded:

RESOLVED: That the Board of Trustees approves the Stow-Munroe Falls Board of Trustee Committee Assignments for the year 2013.

Mrs. Sutherland distributed copies of the Committee Assignments to the Board Members. Please see attached copy.

The roll being called on its adoption, the vote resulted as follows:

AYES: Antal, Drew, Gary, Gessford, Mancuso, Shubert, Renninger

NAYS:

Motion carried.

**MOTION NO. 130121-6 AJOURNMENT**

Gary moved, Antal seconded to adjourn the meeting at 6:45pm.

All were in favor.

Motion carried.

Secretary

Board President

Linda Sutherland  
Fiscal Officer

**INSTALLATION OF OFFICERS  
STOW-MUNROE FALLS PUBLIC LIBRARY  
Board of Trustees**

(To be sworn in by a member of the Board of Education)

Ask: Would the new officers for the Board of Trustees please come forward?  
Please answer "I do" after the following question.

Do you acknowledge that your role as a trustee is to contribute to defining the organization's mission and governing the fulfillment of that mission and carry out the functions of the office of trustee as specified in the organization by-laws and policies.

And that your role as a trustee will focus on the development of broad policies that govern the implementation of the institutional plans and purposes. This role is separate and distinct from the role of the Director to whom is delegated the responsibility of determining the means of implementation of Board policies.

Answer: I do

Ask: Please answer "I will" after the following statement of commitment.

I will exercise the duties and responsibilities of this office with integrity, collegiality and due care.

Answer: I will

Ask:

Secretary **CRAIG MANCUSO**, you have been given the important office of Secretary for the Library Board and are responsible for keeping good, precise minutes. The accuracy of your office will insure the memory of this organization and serve as part of its history. Do you willing accept your responsibility? If so, please say "I will".

Vice-President **TOM SHUBERT**, you must be ready to assume the office of President in his/her absence. This means you must be thoroughly familiar with the progress and concerns of this organization. You must coordinate your efforts with the efforts of the president, thus promoting harmony in all activities. Are you willing to accept this challenge? If so, please say "I will".

President **DAVID RENNINGER**, you have been given the highest honor the library can bestow on any trustee. It will be your wisdom, justice, dependability, and incentive that will stimulate and encourage progress. It will be your duty to preside at all meetings and represent the library in fellowship and harmony. Are you willing to accept this honor? If so, please say "I do".

**LIBRARY TRUSTEE OATH OF OFFICE**

The following oral oath of office may be administered by a board member, clerk of the board or any person authorized by law to administer oaths:

“Do you **Sara Drew** solemnly swear (or affirm) that you will support the Constitution of the United States and the constitution of the state of Ohio; and that you will faithfully and impartially discharge your duties as a member of the board of trustees of the Stow-Munroe Falls Public Library, Summit County, Ohio to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your term of office. (The answer is: “I do.”)

SWORN TO AND SUBSCRIBED BEFORE ME, THIS January 21, 2013

Karen Brown  
Signature  
Stow-Munroe Falls School Board  
Member

**Stow-Munroe Falls Public Library  
Board of Trustees  
2013 Committees**

**Building and Grounds**

Board Members: Ken Gessford, Chair  
Tom Shubert

Staff: Doug Dotterer  
Linda Sutherland

**Technology**

Board Members: Tom Shubert, Chair  
Craig Mancuso

Staff: Doug Dotterer  
Linda Sutherland

**Finance**

Board Members: Ron Antal, Chair  
Christina Gary  
Sara Drew

Staff: Doug Dotterer  
Linda Sutherland

**Records Commission**

Board Members: D. Renninger, Chair  
Ron Antal  
Christina Gary  
Craig Mancuso  
Sara Drew  
Tom Shubert  
Ken Gessford

Staff: Linda Sutherland

**Human Resources**

Board Members: Craig Mancuso, Chair  
Sara Drew  
David Renninger

Staff: Doug Dotterer  
Linda Sutherland

**Legislation & Rules**

Board Members: Christina Gary, Chair  
Ron Antal

Staff: Linda Sutherland

**Long-Range Planning**

Board Members: David Renninger, Chair  
Ken Gessford  
Tom Shubert

Staff: Doug Dotterer

1/1/2013