

**STOW-MUNROE FALLS PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
Monday January 20, 2020**

The meeting was called to order at 7:04 pm by President Shubert

**PRESENT**

Craig Mancuso, Vice President; Pastor Brad Jagger, Tom Shubert, President; Richard Bedell, David Renninger, Secretary; Angela Daniel

**ABSENT**

Sara Kline

**OTHERS PRESENT**

Doug Dotterer, Director; Linda Sutherland, Fiscal Officer

**PUBLIC**

There is no public comment.

**ACTION ITEMS**

**MOTION NO. 200120-1 APPROVE DECEMBER 16, 2019 MINUTES**

Mancuso moved, Bedell seconded:

RESOLVED: That the Board Minutes of December 16, 2019 regular meeting be accepted and approved.

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

AYES: Daniel, Jagger, Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

**FINANCE**

**MOTION NO. 200120-2 APPROVE DECEMBER TREASURER’S REPORT**

Renninger moved, Bedell seconded:

RESOLVED: That the Board of Trustees approves the Treasurer’s Report for December 2019.

**MTD Bank Report for Year 2019 Month 12 - STOW MUNROE FALLS PUB LIB**

Bank	Description	Beg Mo Bal	Deposits	Withdrawals	Trans In	Trans Out	Balance
0001	MAIN CHECKING ACCOUNT	683,601.34	113,569.00	268,081.31	0.00	0.00	529,089.03
0002	PAYROLL CHECKING ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00
0004	BUILDING PROJECT CHECKING ACCT	0.00	0.00	0.00	0.00	0.00	0.00
0009	IMPREST FUNDS	300.00	0.00	0.00	0.00	0.00	300.00
0020	CERTIFICATES OF DEPOSIT	0.00	0.00	0.00	0.00	0.00	0.00
0021	STAR OHIO - INVESTMENTS	316,218.90	495.91	0.00	0.00	0.00	316,714.81
0024	STAR OHIO BLDG - INVESTMENTS	79,607.44	124.85	0.00	0.00	0.00	79,732.29
0029	STAR PLUS OHIO - INVESTMENTS	531,670.81	781.20	0.00	0.00	0.00	532,452.01
<b>8 Banks</b>		<b>1,611,398.49</b>	<b>114,970.96</b>	<b>268,081.31</b>	<b>0.00</b>	<b>0.00</b>	<b>1,458,288.14</b>

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

AYES: Jagger, Mancuso, Renninger, Bedell, Daniel, Shubert

NAYS:

Motion carried.

**MOTION NO. 200120-3 APPROVE DONATION LIST OF 2019**

Mancuso moved, Daniel seconded:

RESOLVED: That the Board of Trustees approves the following Donation List of 2019:

MONTH YR/2019	AMOUNT	DESCRIPTION
<b>JANUARY</b>	\$ 5.00	GENERAL DONATION FROM ANONYMOUS
	\$ 49.63	GENERAL DONATION FROM COFFEE COLLECTION
<b>FEBRUARY</b>	\$ 20.00	GENERAL DONATION FROM B. CITANO
	\$ 23.05	GENERAL DONATION FROM COFFEE COLLECTION
<b>MARCH</b>	\$ 43.33	GENERAL DONATION FROM MARILYN DUNN ESTATE
	\$ 38.67	GENERAL DONATION FROM COFFEE COLLECTION

	\$6,250.00	DONATION FROM STOW-MUNROE FALLS ROTARY CLUB FOR SUMMER READING PROGRAM
	\$ 100.00	GENERAL DONATION FROM K. LYON IN MEMORY OF CAROLE JEGLEY
	\$ 20.00	GENERAL DONATION FROM ANONYMOUS
<b>APRIL</b>	\$ 50.60	GENERAL DONATION FROM COFFEE COLLECTION
	\$ 25.00	GENERAL DONATION FROM J. AARON IN MEMORY OF LAWRENCE AARON
<b>MAY</b>	\$ 40.85	GENERAL DONATION FROM COFFEE COLLECTION
	\$ 750.00	DONATION FROM MARK CUBAN FOR ZOOBEAN 2019 BEANSTACK READING CHALLENGE
<b>JUNE</b>	\$ 36.05	GENERAL DONATION FROM COFFEE COLLECTION
	\$ 71.47	FROM R&S CARLYON IN MEMORY OF ADAM CARLYON FOR PURCHASE OF CHILDREN'S BOOKS
<b>JULY</b>	\$ 33.42	GENERAL DONATION FROM COFFEE COLLECTION
<b>AUGUST</b>	\$ 36.00	GENERAL DONATION FROM COFFEE COLLECTION
<b>SEPTEMBER</b>	\$ 44.72	GENERAL DONATION FROM COFFEE COLLECTION
<b>OCTOBER</b>	\$ 25.00	GENERAL DONATION FROM B. KASTEIN
<b>DECEMBER</b>	\$ 94.65	GENERAL DONATION FROM COFFEE COLLECTION
	\$ 40.00	GENERAL DONATION FROM K. JEWART FOR G. HEIL
	\$ 45.00	FROM JUNIOR MOMS OF STOW FOR LIFE-SIZE CANDY LAND PROGRAM
	\$1,116.23	GIFT FROM WALTER WITHERSPOON TRUST FOR PURCHASE OF POPULAR BOOKS
<b>ANNUAL TOTAL</b>	\$8,958.67	

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

AYES: Mancuso, Renninger, Bedell, Daniel, Jagger, Shubert

NAYS:

Motion carried.

## **PROGRAM**

### **DIRECTOR'S REPORT**

#### **MOTION NO. 200120-4 ACCEPT DIRECTOR'S REPORT**

Renninger moved, Jagger seconded:

RESOLVED: That the Board of Trustees accepts the written Director's report for the months of December 2019 and January 2020.

Mr. Dotterer noted the following:

- 1) Circulation over the last four (4) years
- 2) Kitchen renovation will take place January 29 through the first week of February – the kitchen renovation is paid for by the Library Foundation
- 3) Phones were down for part of a day in January
- 4) Library Foundation had a retreat at the library

Mr. Renninger stated the main purpose of the Foundation is: to support the library on an annual basis outlined by the Director and through the profit of the Dessert Extravaganza and to develop a strategy to find Donors to give to the Foundation.

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

AYES: Renninger, Bedell, Daniel, Jagger, Mancuso, Shubert

NAYS:

Motion carried.

## **DISCUSSION ITEMS**

There were no discussion items.

## **BOARD COMMITTEES**

### **BUILDING & GROUNDS**

Mr. Shubert stated nothing to report.

### **FINANCE**

Mr. Bedell stated the Finance Committee met prior to the Library Organizational Meeting and reviewed the 2019 Financial Reports. Mr. Bedell stated the 2019 finances are in order.

### **HUMAN RESOURCES**

Mr. Mancuso stated nothing to report.

### **LEGISLATION/RULES**

Mr. Shubert stated nothing to report.

## LONG RANGE PLANNING

Mr. Renninger stated the Long Range Planning Committee will meet in February.

## TECHNOLOGY

Mr. Shubert stated nothing to report.

## RECORDS COMMISSION

Mr. Shubert stated nothing to report.

## NEW BUSINESS

### **MOTION NO. 200120-5 ACKNOWLEDGE LEAVE OF ABSENCE**

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Mancuso moved, Daniel seconded:

RESOLVED: That the Boards of Trustees acknowledges the following:

Amy Garrett, Medical Leave to begin December 31, 2019 through February 25, 2020, not to exceed twelve (12) workweeks

and

Amanda Rome, Medical Leave to begin December 29, 2019 through March 29, 2020, not to exceed twelve (12) workweeks

Per Employee Policy #030922-6 Family (Maternity/Paternity)/Medical Leave:

However, an employee may use this leave on an **intermittent basis** or **reduced leave schedule** (i.e., less than a full-time basis), when medically necessary or if the employee is needed to care for a family member with a serious medical condition.

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

AYES: Bedell, Daniel, Jagger, Mancuso, Renninger, Shubert

NAYS:

Motion carried.

**MOTION NO. 200120-6 ADJOURNMENT**

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Renninger moved, Mancuso seconded to adjourn the meeting at 7:35pm.

All were in favor.

Motion carried.

Secretary

Board President

Linda D. Sutherland  
Fiscal Officer