

**THE WAGNALLS MEMORIAL  
BOARD OF DIRECTOR'S REGULAR MEETING  
MONDAY, MARCH 29, 2010**

The Board of Directors held a regular meeting on Monday, March 29, 2010 at 7:00 p.m. with the following board members present: Mr. David L. Wynkoop, Vice-Chairman; Ms. Theresa M. Krooner, Secretary/Treasurer; Mr. William B. Weimer, Mrs. Carol D. Middaugh, Ms. Amy L. Kruse and Mr. Kenneth E. Ellinger. Mr. Jared J. McGill, Chairman, and Mr. John H. Rogers were absent. Ms. M. Ellen Gruber, Executive Director, and Mrs. Sandra K. Hall, Accountant, also were present.

Ms. Gruber announced that Chairman McGill would not be at the meeting due to the birth of his new son the day before. The Board Members wished Chairman McGill and his wife a hearty congratulations!

The Board Members also extended their sympathy to Mr. Weimer on the loss of his mother earlier in the month.

Vice-Chairman Wynkoop called the meeting to order at 7:00 p.m. while silent attendance was taken by Mrs. Hall. Vice-Chairman Wynkoop then opened the meeting by leading with the Pledge of Allegiance.

**MINUTES AND FINANCIAL REPORTS:**

The Board reviewed the minutes for the February 22 regular meeting. Ms. Krooner motioned, seconded by Mrs. Middaugh, to accept the minutes. The motion passed.

The Board then reviewed the Investment and Cash Projection Summary Reports as of 03/25/10, the Monthly Portfolio Gain/Loss Report as of 02/28/10, the Transfers Report as of 03/04/10, the February Financial Statements as prepared by Mr. Craig Howell, CPA, the February Check Register and bank reconciliations for the Foundation. There was discussion regarding the status of the portfolio allocation and it was decided that Mr. Weimer and Ms. Gruber would meet with Kevin Kale of Manning & Napier to move the portfolio allocation to 60-40. Ms. Gruber stated that there should be a good gain in the portfolio for March. She reported that the only transfers made year-to-date were from the Board approved 10% of monthly gain. There was discussion regarding security expenses, health insurance costs, and real estate taxes. Ms. Gruber noted that the Theatre Bank Account had been closed per the Board's instructions at the last meeting. Mr. Weimer then motioned, seconded by Ms. Kruse, to accept the Financial Reports and the Bank Reconciliations. The motion passed. The Board then reviewed a Cashflow Statement prepared by Mrs. Hall projecting updated cash needs through 12/31/10.

The Board then reviewed the 2010 Contributions to Date report as of 03/29/10. Ms. Krooner then motioned, seconded by Ms. Kruse, to accept the Contributions. The motion passed.

**LIBRARY:**

The Board then reviewed the March PLF distribution reports, and a monthly PLF projection through Dec. 2010 that showed the first quarter distribution to be 24.64%, slightly less than the 25% that it should be.

The Board then reviewed the February Library Bank Reconciliations. Ms. Gruber reported that the Library CD had matured and the proceeds, plus money that had been set aside, had been used to purchase a larger CD. Mrs. Middaugh then motioned, seconded by Ms. Kruse, to approve the Library Bank Reconciliations. The motion passed.

**LIBRARY: (continued)**

The Board then reviewed the February Statistical Report and the Volunteer Hours Report. Ms. Gruber reported that the "Tribute of Love" volunteer recognition would be held during the public meeting in May.

At this time, Ms. Gruber had the Board signers on the Library accounts sign the CD signature card. She stated that it would be necessary to add another signer to the Library accounts.

**OLD BUSINESS:**

The Board then reviewed an updated Gas & Electric Costs Report showing the amount saved since the Library had been consolidated the year before.

There was discussion regarding the necessity to repair the roof and gutters due to the harsh winter weather.

Ms. Gruber reported on the meeting she had with Chairman McGill, Mr. Wynkoop, and Mr. Weimer regarding the 85<sup>th</sup> Anniversary Campaign. There was discussion regarding the selection of the Committee Members.

**NEW BUSINESS:**

Ms. Gruber reported the Fairfield County PLF Agreement was due to be re-negotiated with the Fairfield County District Library and Pickerington Public Library. She reported that both were willing to keep the same agreement in which Wagnalls receives 8.3% of the total distribution. After some discussion, Mr. Ellinger motioned, seconded by Mr. Weimer, to authorize Ms. Gruber to renew the PLF agreement at the same rate of 8.3%. The motion passed. An executed copy of this agreement has been made a permanent part of these minutes.

There was discussion regarding Board Terms. The consensus of the Board was that Mr. Rogers should continue to serve until another Board Member who lives in the Village was appointed. There was discussion regarding possible new members. After this discussion, Mr. Ellinger motioned, seconded by Ms. Krooner, to appoint Mr. George Sheehan as a Board Member. The motion passed.

Ms. Gruber reported on some Library Staff changes. She reported that Deb Silvia, Library Fiscal Officer/Administrative Assistant, had announced her resignation as of 04/22/10, and that Sandra Hall would like to assume the Fiscal Officer duties, but that it would be necessary to replace the Administrative Assistant position. Ms. Gruber also reported that it would be necessary to fill a Reference Librarian position.

The Board then reviewed the February Room Usage Report, which was down for the year.

With that, the meeting was adjourned at 8:35 p.m.

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Sandra K. Hall, Recording Secretary

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Jared J. McGill, Chairman

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Theresa M. Krooner, Secretary/Treasurer