

**THE WAGNALLS MEMORIAL FOUNDATION
BOARD OF DIRECTOR'S MEETING
WEDNESDAY, JUNE 22, 2005**

The Board of Directors held a regular meeting on Wednesday, June 22, 2005, at 7:00 p.m. with the following board members present: Mr. Nathan A. Kingery, Mrs. Nancy E. Fisher, Ms. Deblin Jennings, and Mr. George Sheehan. Mr. David L. Wynkoop, Mr. James L. Long, Mr. John H. Rogers, and Mr. Russell A. Osborn were absent. Other attendees were Mr. Carl Spencer, Executive Director, and Mrs. Sandra Hall, Assistant Director.

By 7:10 p.m., with the Chairman and Vice-Chairman not present yet, Mr. Kingery, Secretary/Treasurer, opened the meeting. Silent attendance was taken by Mrs. Hall. In accordance with The Wagnalls Memorial Foundation Code of Regulations Section 1.04, since there was not a majority of Board Directors in attendance to constitute a quorum, no business could be transacted.

The minutes for the May 25 meeting and the May Bank Register were reviewed.

There was discussion regarding the necessity to have a Chairman appointed for each Action Team. Following this discussion, Mr. Kingery was duly appointed Chairman of the Finance Action Team.

There was discussion regarding the proposed Library Personnel Policy and the Accrued Sick Time Options. Following this discussion, a recommendation was made by the Members in attendance for the full Board to support Option 2 as outlined, that being to have 100% of the reported accrued sick time fixed at the current dollar amount for each of the 11 employees involved. The Board will cover long-term illness needs beyond what the current policy covers to the extent the employee has hours in "their account". The Foundation will not pay out any monies if someone leaves this year, but they will re-visit this issue in one year to see what the funding situation is like and may at that time decide to reinstate the payout of accrued sick time when someone leaves.

There was discussion regarding the open seat on the Board, and then Mr. Spencer gave a report on the 5K Race and Memorial Day events. He then reported on the Lithopolis Area Marketing Association (LAMA) meeting, and the plan to have Stone Hearth Holidays in the Village to be coordinated with the Wagnalls Holiday Open House.

There was discussion regarding Fundraising, and Mr. Spencer presented several handouts detailing a "Pyramid of Giving", the Donor Bill of Rights, and a calendar for Campaign Planning.

There was discussion regarding the recently vacated rental property.

Mr. Spencer informed the Board that the Administrative Assistant position had been filled, that the Scholarship Team was meeting on June 27 to select the recipient of the 05/06 Mabel Wagnalls Jones Scholarship, and that he was acquiring a software program (Criss-Cross) to update addresses for our database for all mailings.

With that, the meeting ended at 9:15 p.m.

Sandra K. Hall, Recording Secretary

David L. Wynkoop, Chairman

Nathan A. Kingery, Secretary/Treasurer