

**THE WAGNALLS MEMORIAL
BOARD OF DIRECTOR'S REGULAR MEETING
MONDAY, JUNE 28, 2010**

The Board of Directors held a regular meeting on Monday, June 28, 2010 at 7:00 p.m. with the following board members present: Mr. Jared J. McGill, Chairman; Mr. William B. Weimer, Vice-Chairman, Ms. Amy L. Kruse, Secretary/Treasurer; Mr. David L. Wynkoop, Mr. John H. Rogers, Mrs. Carol D. Middaugh, Mr. Kenneth E. Ellinger, and Mr. George M. Sheehan. Ms. Theresa M. Krooner was absent. Ms. M. Ellen Gruber, Executive Director, and Mrs. Sandra K. Hall, Accountant, were also present.

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

MINUTES AND FINANCIAL REPORTS:

The Board reviewed the minutes for the May 26 Annual meeting. Mr. Wynkoop motioned, seconded by Mr. Sheehan, to accept the minutes. The motion passed.

The Board then reviewed the Investment and Cash Projection Summary Reports as of 06/24/10, the Monthly Portfolio Gain/Loss Report as of 05/31/10, and the Transfers Report as of 06/22/10. There was discussion regarding the investments and during this discussion, the Board decided it was time to compare Money Managers, since the last time this had been done was a year ago. Mr. Ellinger motioned, seconded by Mr. Wynkoop, to appoint a search committee, consisting of Mr. Weimer, Mr. Ellinger, and Mr. Sheehan, to research Money Managers. The motion passed.

Chairman McGill updated the Board on the status of the HVAC project. He reported that Carrier still had not done the training on the new system and that he was still waiting for the list of valves that needed repaired in order for the system to work better. He estimated that there were 20-30 valves that needed repaired and that each valve may cost \$1,000-4,000 each.

The Board then reviewed the May Financial Statements as prepared by Mr. Craig Howell, CPA. Ms. Gruber reported that the organization was earning a little more than expected and spending a little less. The Board then reviewed the May Check Registers and a Cashflow Statement prepared by Mrs. Hall projecting updated cash needs through 12/31/10. There was discussion regarding some checks on the Check Registers. After this discussion, Mr. Wynkoop motioned, seconded by Ms. Kruse, to approve the Financial Reports. The motion passed.

The Board then reviewed the 2010 Contributions to Date report as of 06/28/10. Ms. Gruber reported that contributions received were ahead of 2009 YTD by about \$3,500. She also reported that the American Legion was not planning on distributing its funds until the Fall and that this distribution would only be about \$8,000, since the Legion's receipts were down this year. There was discussion regarding the latest donation from Mr. Jeffrey Paas, a former scholarship recipient, who had been sending donations every calendar quarter for several years now. The Board asked Ms. Gruber to have a Thank You card to send to him at the next Board Meeting for all the Board Members to sign. Mr. Sheehan then motioned, seconded by Mr. Wynkoop, to accept the Contributions. The motion passed.

There was discussion regarding the large amount of pages now being included in the Board Packets. The Board recommended that in order to save paper and ink, the Bank Reconciliations should be converted to PDF and e-mailed, along with any other reports that can be scanned or converted to PDF. The consensus of the Board was to have the Bank Statements at the meetings for the Board to review instead of sending copies to each Member.

FINANCIAL REPORTS: (continued)

The Board then reviewed the May bank reconciliations for the Foundation and Library. Mr. Wynkoop then motioned, seconded by Mr. Weimer, to approve the Bank Reconciliations. The motion passed.

LIBRARY:

The Board then reviewed the June PLF distribution reports and the May Statistical Report. Ms. Gruber reported that the Summer Reading Program had started that day and that pictures were currently being submitted for the Photography Contest.

OLD BUSINESS:

Ms. Gruber then reported on some staff changes, noting that she was she was still trying to replace the Administrative Assistant position and hire an IT person. She reported that she had some more leads for the IT position, and that she had interviewed a candidate for the Administrative Assistant position earlier that day who might work out. She reported that she had hired Jon Robinson to replace some of the hours that Kelly Gearhart had been working in Maintenance, as Kelly had resigned her position effective 07/01/10.

The Board then reviewed the May Volunteer Hours Report and the Room Usage Report.

NEW BUSINESS:

The Board then reviewed the Proposed 2011 Library Budget to be sent to the Fairfield County Budget Commission. After some discussion, Mr. Rogers motioned, seconded by Ms. Kruse, to approve the Proposed 2011 Library Budget. The motion passed with Mr. Ellinger abstaining.

The Board then reviewed some questions that had been compiled during the June 17 and June 24 Preserve the Legacy Campaign meetings. There was some discussion regarding these questions. Chairman McGill reported that the Committee Co-chairs, Mr. John Rogers, Mr. Bill Boving, and Mr. Dick Weiser, would be meeting on July 15 and also in August.

The Board then reviewed some News Articles congratulating the Wagnalls Memorial Library, along with several other area libraries, for doing so well in the 2010 Hennen's American Public Library Ratings, or HAPLR, Index, a nationwide ranking. The Wagnalls Memorial Library ranked third in its population category. There were also some editorials regarding how libraries are meeting the challenge of providing more services while suffering financially due to state funding cuts.

With that, the meeting was adjourned at 8:45 p.m.

Sandra K. Hall, Recording Secretary

Jared J. McGill, Chairman

Amy L. Kruse, Secretary/Treasurer