

**THE WAGNALLS MEMORIAL FOUNDATION
BOARD OF DIRECTORS REGULAR MEETING
MONDAY, NOVEMBER 23, 2009**

The Board of Directors held a regular meeting on Monday, November 23, 2009 at 7:00 p.m. with the following board members present: Mr. Jared J. McGill, Chairman, Ms. Theresa M. Krooner, Secretary/Treasurer; Mr. John H. Rogers, Mrs. Carol Middaugh and Ms. Amy Kruse. Mr. David L. Wynkoop, Vice-Chairman; and Mr. William B. Weimer were absent. Ms. M. Ellen Gruber, Executive Director, and Mrs. Sandra K. Hall, Accountant, also were present.

Chairman McGill called the meeting to order at 7:05 p.m. while silent attendance was taken by Mrs. Hall.

MINUTES AND FINANCIAL REPORTS:

The Board reviewed the minutes for the October 28 regular meeting. Mr. Rogers motioned, seconded by Ms. Krooner, to accept the minutes. The motion passed.

The Board then reviewed the Investment and Cash Projection Summary Reports as of 11/19/09, the Monthly Portfolio Gain/Loss Report as of 10/31/09, a Transfers Report as of 10/31/09, the October Financial Statements as prepared by Mr. Craig Howell, CPA, the October Check Register for the Foundation, and the Contributions to Date report as of 11/23/09. Mrs. Middaugh then motioned, seconded by Ms. Kruse, to accept the Financial Reports and the Contributions. The motion passed.

LIBRARY:

The Board then reviewed the November PLF distribution, which was down again as compared to prior year, and the October Statistical Report. Ms. Kruse reported that the State Auditor had contacted her regarding the Library Advisory Group. There was discussion regarding the Library Advisory Group and it was decided to table this discussion until the December meeting. There was discussion regarding how difficult it has been on the staff due to the migration to Polaris but Ms. Gruber reported that the patrons are commenting on how much they love the new system.

OLD BUSINESS:

The Board then reviewed a letter from Mr. Michael Noll regarding the Noll annuity. After some discussion, the Board decided to wait until year-end before making a decision.

The Board then reviewed a proposed contract for recovery of patron fines and fees. After some discussion, Mrs. Middaugh motioned, seconded by Ms. Krooner, to authorize Ms. Gruber to contract with Unique Management Services. The motion passed.

The Board then reviewed the 11/03/09 Unofficial Election Results on Ohio Public Library Levy & Bond Issues. There was some discussion regarding these results.

NEW BUSINESS:

The Board then reviewed the 2008 990-PF tax return. Since the Board didn't have any questions on the return, it was decided that Mr. Craig Howell, CPA, did not need to attend the December meeting.

NEW BUSINESS: (continued)

The Board then reviewed the 2010 Proposed Calendar. There was discussion regarding the December 2009 Board Meeting since the fourth Monday was during the week that the facility would be closed. The Board decided to move the meeting to 12/21/09. After this discussion, Mr. Rogers motioned, seconded by Ms. Kruse, to approve the 2010 Calendar. The motion passed.

The Board then reviewed the 2010 Proposed Budget. After some discussion, it was decided to have Mrs. Hall provide a cash budget for tracking purposes along with the reports provided by the CPA. She will provide a cash budget report for the Board's approval at the December meeting.

The Board then reviewed the Room Reservation Report as of 10/31/09 showing that room usage was still down.

There was discussion regarding what to do with the top floor, the December Township meeting, and the possible need for a Library sign. Chairman McGill and Mr. Rogers agreed to attend the 12/17/09 American Legion meeting with Ms. Gruber to accept the American Legion Scholarship donation.

With that, the meeting was adjourned at 8:30 p.m.

Sandra K. Hall, Recording Secretary

Jared J. McGill, Chairman

Theresa M. Krooner, Secretary/Treasurer