

MONDAY, APRIL 26, 2004
**WAGNALLS MEMORIAL FOUNDATION
BOARD OF DIRECTOR'S PUBLIC MEETING**

The Board of Directors held a public meeting on Monday, April 26, 2004, at 7:00 p.m. with the following board members present: Mr. David L. Wynkoop, Dr. William M. Haynes, Dr. Robert O. Jepsen, Mrs. Nancy E. Fisher, and Mrs. Traci L. Coffman. Other attendees were Mr. John H. Rogers, Mr. James L. Long, Mr. Kenneth Ellinger, Interim Director, Mrs. Sandra Hall, Assistant Director, Mr. Phillip Dutcher, Maintenance, and Mr. Chris Ralston, Attorney.

The meeting began at 7:00 p.m. with devotion by Mr. Carl Spencer, followed by the Pledge of Allegiance led by Mr. Wynkoop. Mr. Wynkoop then asked Mr. Long and Mr. Rogers to come forward and he administered the Oath of Director to each, followed by comments from each of them. Following this process, they were welcomed as new members of the Board of Directors. Mr. Ellinger introduced Mr. Ralston as a new Attorney for the Foundation, followed by comments from Mr. Ralston. Mr. Wynkoop then called the meeting to order and the roll call was taken by Mrs. Hall. All members of the Board of Directors were present.

Mr. Ellinger introduced the Lithopolis Police Officers and read their years of service. He stated that Wagnalls was awarding plaques to people who have done extraordinary service. He presented Ofc. Wesley Barton and Ofc. Samuel Harsh with plaques for bravery beyond the call of duty related to a local vehicle pursuit and arrest.

LIBRARY REPORT:

Mrs. Erma Storts, Library Director, reported on how the increased hours have increased circulation (up by 5.4% over last year), the Summer Reading Program, and the Christopher Canyon workshop. Mr. Wynkoop asked if standardizing the library hours have helped and Mrs. Storts said she thought so. Mr. Wynkoop commented that the hours are on the website. Mr. Long asked what the greatest need for volunteers were and Mrs. Storts responded that a shelver was greatly needed.

Mrs. Marilyn Freitag reported on the Friends of the Library. She commented that the Bookstore has been able to increase hours since the first of the year through volunteers and that their goal is to add one more night a week and have extended hours on Saturdays. She reported that last year the Friends were able to provide (among other things) six new computers and approximately \$2,000 for software to the Library. They have voted to buy a DVD cleaning machine and have been helping the Library with programs and refreshments. They are selling valuable books on Ebay and are getting ready for their big Memorial Day Book Sale. They are hoping that the 5K Run will attract people to the Bookstore.

Mr. Ellinger updated on the LLGSF appeal by saying that we are in the "right to qualify phase" and that the briefs are due in 1-2 weeks. He then introduced Mr. Larry Corbus, Library Consultant, by telling him that the Board was very appreciative and had accepted his offer to continue his services for \$1.00 per month as of March 31. Mr. Corbus commented that he was in for the long haul and then spoke briefly regarding an article about Association Libraries that he had distributed to the Board. He finished by commenting that there wasn't any local property tax to support Libraries in Fairfield County at this time.

MINUTES AND FINANCIAL STATEMENTS:

The minutes for the April 19 meeting were approved as submitted. Mrs. Fisher made a motion, seconded by Mrs. Coffman, to approve the minutes. The March financial statements were reviewed. A motion was made by Dr. Haynes to approve the financial statements, seconded by Dr. Jepsen. The motions passed.

THE WAGNALLS MEMORIAL FOUNDATION

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APRIL 26, 2004

PAGE 2

INTERIM DIRECTOR'S REPORT:

Mr. Ellinger commented on an incident that happened at the last LAFAA concert and that he would like to acknowledge the two Boy Scouts who were involved by awarding them plaques. He introduced the Foundation Staff by announcing their years of service as employees and volunteers. He acknowledged the contributors to the Stone City 5K Race and spoke briefly on the need for racers. He also commented regarding the updated Wagnalls brochure, room reservations, Industrial Appraisal contract, and United HealthCare renewal. Mr. Rogers offered to make contacts to see if he can get an appraisal of the building and contents done at a lesser cost than proposed by the Industrial Appraisal Company. In the meantime, Mr. Wynkoop asked Mrs. Hall to contact Mr. Zubovich at Industrial Appraisal and inform him that the Board is considering other options. Mr. Long offered to obtain quotes on the health insurance to see if he can get a lower quote than United HealthCare. Mr. Ellinger commented briefly regarding the payments that the Cemetery has been able to make to Wagnalls and how the maintenance staff has been able to save money by doing work themselves. He commented that all records have been submitted that the Attorney General's office has requested. His final comments were on the proposed "Light in the Valley" slogan.

Mr. Wynkoop then opened the floor to discussion regarding the Petty Cash Fund Policy. After a brief discussion, Mr. Rogers made a motion, seconded by Mrs. Fisher, to approve the Petty Cash Fund Policy and a copy of the resolution has been made a permanent part of these minutes. Mr. Wynkoop then introduced discussion regarding the resolution to authorize Mrs. Hall to be added as a contact on The Wagnalls Memorial Foundation Bank accounts. After a brief discussion, Mr. Long made a motion, seconded by Mrs. Coffman, to approve the resolution, which has been made a permanent part of these minutes.

Mr. Wynkoop then asked for people in the community to volunteer for the committees that the Board was forming, such as for Fundraising, Scholarships, Community Programs, and Volunteers. He spoke of the Board's need for help from the community in saving Wagnalls and continuing the legacy.

PUBLIC COMMENT:

Comments from the public included favorable comments for the Foundation, questions regarding if the public will have any input on the sale of the artwork (yes), an allocation on the 990PF, and if a new Director had been hired yet (not at this time). Further comments were made that the Board should stop wasting time by placing blame and that if they don't study the past, they will be doomed to repeat it. A question was proposed to the four newest Board Members asking if any of them had any ideas on what they will bring to the Foundation Board and Mr. Rogers, Mr. Long, Mrs. Coffman, and Mrs. Fisher each in turn responded. A suggestion was made that patrons whose children attend Storyhour and Summer Reading Programs were a core group of volunteers. A question was proposed asking the older Board Members if they had any comments and Mr. Wynkoop responded. With that, a motion was made by Dr. Jepsen to adjourn the meeting, seconded by Mrs. Fisher. The motion passed.

Sandra K. Hall
Recording Secretary

Edwin A. Wisner, Chairman

David L. Wynkoop, Secretary/Treasurer