

MONDAY, JUNE 28, 2004  
**THE WAGNALLS MEMORIAL FOUNDATION  
BOARD OF DIRECTOR'S MEETING**

The Board of Directors held a regular meeting on Monday, June 28, 2004, with the following board members present: Mr. David L. Wynkoop, Dr. William M. Haynes, Dr. Robert O. Jepsen, Mrs. Nancy E. Fisher, Mrs. Traci L. Coffman, Mr. John H. Rogers, Mr. James L. Long, and Mr. Kenneth E. Ellinger. Other attendees were Mr. Carl Spencer, Executive Director, and Mrs. Sandra Hall, Assistant Director. Guests attending were Mr. Nathan Kingery, Board Candidate, Mr. Glen Ferrone, Travel Agent, Mrs. Erma Storts, Library Director, and Mrs. Sandi Plinke, Library Clerk/Treasurer.

Mr. Ellinger introduced Mr. Ferrone who presented information on the "Cruising for Charity" program offered by Carnival Cruises. After Mr. Ferrone's presentation, he was asked to wait upstairs while the Board discussed this matter.

After some discussion regarding the information presented by Mr. Ferrone, Mr. Rogers motioned, seconded by Mrs. Coffman, to approve the Foundation's participation in the Carnival Fundraising Cruise program. Mr. Long voted nay and all other Board Members voted yea. Motion passed. With that, Mr. Ferrone was asked to rejoin the meeting and was informed of the Board's decision. It was decided that Mrs. Coffman, Mrs. Fisher, and Mr. Rogers would meet with Mr. Ferrone on Tuesday, June 29 at 6:00 p.m. to determine a date for a public sign-up informational meeting (in mid-July). Mr. Ferrone also agreed to present the information at the July 26 public meeting. With that, Mr. Ferrone was excused from the meeting.

Mr. Wynkoop introduced Mrs. Plinke and Mrs. Storts. Mrs. Plinke presented the proposed 2005 Library budget for the approval of the Foundation Board. The Library Board had previously approved it. Mrs. Plinke stated that Mr. Sunderland, Attorney, had informed her that the Library could reimburse the Foundation for any overhead expenses and that the Foundation could charge the Library a reasonable rent without jeopardizing the LLGSF appeal. Mrs. Plinke anticipates that the Library could make a quarterly repayment on the overhead. She also stated that she believes the PERS eligibility won't be determined until after the LLGSF appeal is settled. Following Mrs. Plinke's presentation, there was discussion regarding the budget. Mr. Long offered his assistance with obtaining copier quotes and information. Mrs. Plinke stated that the Library's goal is to be self-sufficient and that they would operate within the monies obtained from the LLGSF. They could operate the Library at the current hours and repay the overhead but only if PERS does not have to be paid.

After some further discussion, Mrs. Fisher motioned, seconded by Dr. Haynes, to approve the Library budget as presented to take to the County Commissioners. Motion passed. With that, Mrs. Plinke and Mrs. Storts were excused.

Mrs. Fisher then gave a brief update on the Library Board meeting regarding the Friends of the Library purchasing a DVD cleaner valued at \$595.00.

Mr. Wynkoop then asked Mr. Kingery to come forward and he administered the Oath of Director to him. Following this process, he was welcomed as a new member of the Board of Directors. Mr. Wynkoop then called the meeting to order and a silent roll call was taken by Mrs. Hall. All members of the Board of Directors were present.

Mr. Kingery asked for a breakdown of the Legal Services fees paid by the Foundation, as to what part was for the LLGSF appeal and the Attorney General request. Mrs. Hall was asked to provide this information to the Board. Mr. Kingery proposed negotiating with Fairfield

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County District Library due to the high cost of Attorney fees being incurred by both parties. Mr. Spencer and Mr. Kingery agreed to talk with representatives from Fairfield County District Library regarding a settlement. Mr. Spencer proposed that Mr. Larry Corbus, Library Consultant, and Mr. Chuck Baughman, Library Board Chairman, also be asked to participate. Mr. Kingery motioned, seconded by Mr. Rogers, for Mr. Spencer and Mr. Kingery to meet with representatives from Fairfield County District Library. The motion passed unanimously.

**MINUTES AND FINANCIAL STATEMENTS:**

The minutes for the June 10 meeting were approved as written. The May financial statements were reviewed. After some questions from the Board, a motion was made by Mr. Long to approve the minutes and financial statements, seconded by Mr. Ellinger. The motion passed.

**REPORTS/ACTION ITEMS:**

Mr. Spencer presented the proposed Budget Summary and Brochure draft for the Board to review. After some discussion regarding the annuities currently being paid by the Foundation to former donors, Mr. Spencer agreed to meet with Mr. Weiser and Mr. & Mrs. Noll to discuss any willingness on their part to forego such annuities.

Mr. Spencer then presented a report on requirements for the various Scholarships being administered by The Wagnalls Memorial Foundation. After some discussion regarding the requirements for The Mabel Wagnalls Jones Scholarship, Mr. Kingery motioned that the Village of Lithopolis residents have preference for The Mabel Wagnalls Jones Scholarship and also that preference would be given to 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> year students. Mr. Ellinger seconded. Motion passed.

Mr. Spencer reported on the Financial Analysis Task Team progress and stated that there would be presentations at the July 7 meeting by several Investment Managers. He distributed the recommendations made by the Financial Analysis Task Team.

There was discussion regarding reducing debt by selling the Community Building, and/or the artwork. Mr. Spencer reported on Mr. Kingery's brother taking prints of the Rockwells to the Norman Rockwell Museum and Sharon Steele, Executive Director of The Women's Fund of Central Ohio, who is interested in assisting the Foundation with fundraising. Mr. Rogers would like for her to head a committee. Dr. Haynes recommended Susan Black for that committee. Mr. Long stated that he had a contact willing to help out with Room Reservations as a volunteer Wedding Coordinator. He would put her in contact with Mr. Spencer.

Mr. Spencer reported on his meeting with the Friends of the Library. He said that they are aware that the Foundation is considering leasing their area in the Community Building. He spoke on the necessity for a Board Representative to meet with the Boy Scouts to inform them and Dr. Haynes volunteered.

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After some discussion regarding the zoning of the Community Building, Mr. Ellinger motioned to authorize Mr. Spencer to send a letter to the Village Mayor, Eric Sandine, seconded by Mr. Rogers. Motion passed.

Mr. Spencer then stated that he would like to share the recommendations of the Financial Analysis Task Team with the community at the July 26 public meeting. Mr. Ellinger motioned to adopt and share the recommendations, seconded by Mrs. Coffman. Motion passed. Mr. Wynkoop then stated that he would like to give the Financial Analysis Task Team a round of applause for their great recommendations.

Dr. Jepsen then reported on the progress of the Building and Grounds Team who met on June 24 at 7:00 p.m. Their next meeting is set for July 22 at 7:00 p.m.

After some discussion regarding preferences by Board Members of areas in the Foundation where they would like to be involved , the following representative/expert/team leader/report providers were selected:

Building and Grounds:	Dr. Jepsen
Cemetery:	Mr. Ellinger and Dr. Haynes
Community Programs/Activities:	Mrs. Coffman
Finances/Investments:	Mr. Kingery, Mr. Rogers, and Mr. Ellinger
Fundraising:	Mr. Rogers, Mr. Ellinger, and Mr. Kingery,
Internal/Staff Relations:	Dr. Haynes and Mr. Long
Library/Friends of the Library:	Mrs. Fisher
Public Relations:	Mr. Wynkoop, Mr. Long, and Mr. Rogers
Scholarships:	Mr. Long and Mr. Wynkoop
Strategic Planning:	Mr. Wynkoop (all Board Members)

After some discussion regarding when a Board Retreat could be held in July, it was decided to meet on Saturday, July 17 from 1:00 p.m. to 5:00 p.m.

The remaining items on the agenda were tabled for next month's meeting due to time constraints.

With no further business to come before the Board, Mr. Long made a motion to adjourn the meeting, seconded by Mrs. Fisher. The motion passed.

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Sandra K. Hall  
Recording Secretary

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David L. Wynkoop, Chairman

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Traci L. Coffman, Secretary/Treasurer