

The Board of Trustees of the Guernsey County District Public Library met in regular session on, January 7, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Craig Rich, and Lynette Tipton.

Mr. Cahoon called the meeting to order at 4:01 p.m.

Mrs. Smith moved to dispense with the reading of the minutes and to approve then as distributed. Mrs. Tipton seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund November 30, 2008	\$782,399.96
Receipts	117,951.63
Expenses	188,917.17
Balance in the General Fund December 31, 2008	\$711,434.42
Balance in the Building Fund November 30, 2008	\$946,780.51
Receipts	0.00
Expenses	0.00
Balance in the Building Fund December 31, 2008	\$946,780.51
Balance in the Motor Fund November 30, 2008	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund December 31, 2008	\$61,734.64
Balance in the Automation Fund November 30, 2008	\$28,835.69
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund December 31, 2008	\$28,835.69
Balance all Funds	\$1,748,785.26
Balance in checking	\$1,547,652.26
Change Fund	100.00
Money Market	201,017.12
Investments	<u>0.00</u>
	\$1,748,785.26

Mr. Rich moved to accept the following resolution:

RESOLVED, that the Board of Trustees accept the following gift: \$100.00 given by Evelyn S. Kochera for reference material.

Mrs. Smith seconded and the motion carried.

Mrs. Holt advised the board that the certificate of deposit has gone into the general checking account due to the very low interest rates we have been quoted. Mr. Cahoon stated that he would be willing to make some additional phone calls in an effort to get the best possible rate.

Mrs. Holt shared the estimated figures that we can expect to receive from the Public Library Fund, as of January 2009. These figures could change as they will be re-evaluated later this year. The current figures reflect a reduction of roughly \$100,000 dollars.

Mrs. Smith moved to accept the Fiscal Officer's report. Mr. Rich seconded and the motion carried.

Mr. Goodwin gave the Director's report. Circulation is up some for the month of December, as well as for the year. Mr. Goodwin stated that he would like to see circulation reach 400,000 by the end of 2009.

Mr. Goodwin has been working on updating the current personnel manual. All board members will receive a copy to review before any final changes are made.

Under unfinished business we are continuing to gather quotes for employee health insurance benefits.

Under new business Mr. Goodwin would like to hold a Budget Review Meeting with the board. January 28, 2009 at 4:00 p.m, more information will be sent to the Trustees prior to the meeting.

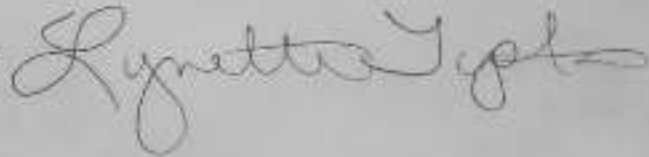
Mrs. Tipton moved to approve payment of the bills represented by warrants #016244 through #016320 and memo checks #025 and #026. Mrs. Smith seconded all voted yes and the motion carried.

Mr. Rich moved to adjourn the meeting. Mr. Cahoon seconded and the motion carried. Meeting adjourned at 4:55 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library held its organizational meeting on January 7, 2009, in the Crossroads Branch Library Board Room. Trustees present: Craig Rich, Tom Cahoon, Martha Smith, and Lynette Tipton.

President Cahoon called the meeting to order at 4:56 p.m.

Mr. Rich moved to retain the current officers. Mrs. Tipton seconded, all voted yes 01-09 and the motion carried. Officers for 2009 are as follows: Tom Cahoon President, Martha Smith Vice President, Lynette Tipton Secretary, Cathy Holt Fiscal Officer and Rich Goodwin Deputy Officer.

Mrs. Smith moved to set the bond on the Fiscal Officer and Deputy Officer at \$250,000. Mrs. Tipton seconded and the motion carried. 02-09

Mr. Rich moved to approve the 2009 Temporary Appropriation as presented. 03-09

101 GENERAL FUND

1000 Salaries & Benefits

1100 Salaries & Leave Benefits	140,000
1400 Retirement Benefits	50,000
1600 Insurance Benefits	50,000
1900 Other Employee Benefits	8,400

2000 Supplies

2100 General Administrative Supplies	15,000
2200 Property Maintenance Supplies	15,000
2300 Motor Vehicle Supplies & Parts	15,000

3000 Purchased & Contracted Services

3100 Travel & Meeting Expenses	5,000
3200 Communications/Printing/Publicity	25,000
3300 Property Maintenance, Repair & Security	50,000
3400 Insurance	5,000
3500 Rents/Leases	5,000
3600 Utilities	25,000
3700 Professional Services	10,000
3800 Cataloging	5,000
3900 Other Contracts & Services	25,000

4000 Library Materials & Information

4100 Books & Pamphlets	65,000
4200 Periodicals	15,000
4300 Audio-Visual	40,000
4500 Computer Services	20,000
4600 Interlibrary Loan Fees	500
4700 Library Material Repair	1,000
4900 Library Materials - Other	5,000

5000 Capital Outlay

5200 Land Improvements	5,500
5400 Building Improvements	25,000
5500 Furniture & Equipment	15,000

7000 Other Objects

7100 Dues & Memberships	6,000
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7200 Assessments	3,600
7500 Refunds & Reimbursements	5,000
TOTAL 101 GENERAL FUND	655,000

401 BUILDING & REPAIR FUND	
5100 Land	5,000
5200 Land Improvements	100,000
5300 Buildings	10,000
5400 Building Improvements	700,000
5500 Furniture & Equipment	125,000
5900 Other	5,000
TOTAL 401 BUILDING & REPAIR FUND	945,000

402 MOTOR EQUIPMENT FUND	
5000 Capital Outlay	
5700 Motor Vehicles	60,000
TOTAL 402 MOTOR EQUIPMENT FUND	60,000

403 AUTOMATION FUND	
5000 Capital Outlay	
5500 Equipment	28,000
TOTAL 403 AUTOMATION FUND	28,000

TOTAL ALL FUNDS	1,688,000
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Mrs. Smith seconded. All voted "yes" and the motion carried.

Mrs. Tipton moved to establish a change fund as follows:

04-09

RESOLVED, that the Board of Trustees authorizes a change fund to be used as follows: \$1.00 in the Finley Room, \$5.00 in the AV Department, \$44.00 at the Main Library Circulation Desk, \$25.00 at the Byesville Branch and \$25.00 at the Crossroads Branch Library. The fund shall be secured in each location with the department head as custodian. The fund is to be used for change purposes only; no expenditures shall be made from this fund. A resolution establishing the fund shall be passed at each Organizational Meeting of the Board

Mr. Rich seconded and the motion carried.

Mr. Rich moved to enter into executive session at 5:20 p.m. to establish compensation for nonbargaining unit employees. All voted yes and the motion carried.

The board returned to public session at 5:50 p.m.

Mr. Hall moved to increase the salaries of part-time nonbargaining unit employees to \$7.30 per hour. The administrative staff will remain at the salaries set at the January 2008 organizational meeting. Mrs. Smith seconded the motion and the motion carried.

05-09

Dotty Clipner	\$7.30
Vicki Goudy	\$7.30
Darla Kahrig	\$7.30
Cathy Valentine	\$7.30
Cathy Holt	\$26,910.00
Melissa Essex	\$31,981.50
Donna King	\$39,595.34
David Williams	\$41,994.14
Richard Goodwin	\$61,560.00

Mrs. Smith moved to adjourn. Mr. Cahoon seconded and the motion carried. The meeting adjourned at 5:52 p.m.

President

Tom Cahoon

Secretary:

Lynette Lipton

The Board of Trustees of the Guernsey County District Public Library met in regular session on, February 4, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Craig Rich, Mary Cole, and Lynette Tipton.

Mr. Cahoon called the meeting to order at 4:00 p.m.

Mrs. Cole moved to dispense with the reading of the minutes and to approve then as distributed. Mrs. Smith seconded and the motion carried.

711,430.32

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund December 31, 2008	\$782,399.96
Receipts	123,784.33
Expenses	136,742.34
Balance in the General Fund January 31, 2009	\$698,472.31
Balance in the Building Fund December 31, 2008	\$946,780.51
Receipts	0.00
Expenses	0.00
Balance in the Building Fund January 31, 2009	\$946,780.51
Balance in the Motor Fund December 31, 2008	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund January 31, 2009	\$61,734.64
Balance in the Automation Fund December 31, 2008	\$28,835.69
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund January 31, 2009	\$28,835.69
Balance all Funds	\$1,735,823.15

Balance in checking	\$25,465.49
Change Fund	100.00
Money Market	201,017.12
Investments	<u>1,509,009.29</u>
	\$1,735,823.15

Mrs. Tipton moved to accept the following resolution:

RESOLVED, that the Board of Trustees accept the following gift: \$25.00 given by William Hunnell Michael Kellar and Catharine Monroe of Fairfax County, Virginia, 1760-2002 by Susan Kellar Ratcliffe. Family History donated by Susan Kellar Ratcliffe. An electric pencil sharpener was donated by Jim Cronin.

Mrs. Cole seconded and the motion carried.

Mrs. Smith moved to accept the Fiscal Officer's report. Mr. Rich seconded and the motion carried.

Mr. Rich moved to accept the 2009 Permanent Appropriation as presented.

06-09

101 GENERAL FUND

1000 Salaries & Benefits	850,000
1100 Salaries & Benefits	120,000
1400 Retirement Benefits	250,000
1600 Insurance Benefits	2,000
1900 Other Employee Benefits	
2000 Supplies	30,000
2100 General Administrative Supplies	10,000
2200 Property Maintenance Supplies	10,000
2300 Motor Vehicle Supplies & Parts	
3000 Purchased & Contracted Services	2,000
3100 Travel & Meeting Expenses	20,000
3200 Communications/Printing/Publicity	50,000
3300 Property Maintenance, Repair & Security	15,000
3400 Insurance	3,000
3500 Rents/Leases	65,000
3600 Utilities	10,000
3700 Professional Services	2,000
3800 Cataloging	55,000
3900 Other Contracts & Services	
4000 Library Materials & Information	150,000
4100 Books & Pamphlets	

4200 Periodicals	20,000
4300 Audio Visual	70,000
4500 Computer Services	10,000
4600 Interlibrary Loan Fees	1,000
4700 Library Materials Repair	1,000
4900 Library Materials - Other	5,000
5000 Capital Outlay	
5200 Land Improvements	10,000
5400 Building Improvements	200,000
5500 Furniture & Equipment	75,000
7000 Other Objects	
7100 Dues & Memberships	5,000
7200 Assessments	3,600
7500 Refunds & Reimbursements	1,100
8000 Contingency	
8900 Contingencies	63,000

TOTAL 101 GENERAL FUND 2,109,000

401 BUILDING & REPAIR FUND

5000 Capital Outlay	
5100 Land	5,000
5200 Land Improvements	100,000
5300 Buildings	10,000
5400 Building Improvements	700,000
5500 Furniture & Equipment	125,000
5900 Other	5,000

TOTAL 401 BUILDING & REPAIR FUND 945,000

402 MOTOR EQUIPMENT FUND

5000 Capital Outlay	
5700 Motor Vehicles	60,000

TOTAL 402 MOTOR EQUIPMENT FUND 60,000

403 AUTOMATION FUND

5000 Capital Outlay	
5500 Equipment	28,000

TOTAL 403 AUTOMATION FUND	28,000
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TOTAL ALL FUNDS	3,142,000
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Mrs. Cole seconded all voted yes and the motion carried.

Mr. Goodwin presented the Director's report. Circulation is down slightly due to the weather. The bookmobile was off the road a few days. The Library was closed for a day and a half.

Mr. Goodwin proposed that the rules for users be changed effective March 1, 2009.

Mr. Rich moved to accept the changes. Mrs. Smith seconded and the motion carried. 07-09

Under unfinished business Mrs. Smith moved to adopt the changes to the employee personnel manual. Mrs. Cole seconded and the motion carried. 08-09

Under new business Mr. Goodwin proposed that the board consider entering into a contract with a management consulting firm. Mr. Goodwin shared contracts from Bricker & Eckler Attorneys at Law and Dylan, Iosue & Associates.

Motion was made by Mrs. Cole to accept the contract with Dylan, Iosue & Associates. Mrs. Tipton seconded and the motion carried. 09-09

Mr. Goodwin has spoken with a representative from Volunteer Energy Services, Inc. This company is geared to lowering our current gas rates. The board would like to investigate the program before making any decisions at this time.

Mrs. Cole moved to continue to provide MyLibrary DV through our website. Mrs. Smith Seconded and the motion carried. 10-09

Mrs. Essex reported to the board that due to the inclement weather of late there has been some roof and ceiling damage at the Main Library. The board recommended getting at least two estimate on the repair cost.

Mrs. Smith moved to approve payment of the bills represented by warrants #016323 through #016385 and memo checks #01 and #02. Mrs. Tipton seconded all voted yes and the motion carried.

Mrs. Smith made a motion to move into executive session at 5:02 p.m.

Motion was made to return at 5:12.

Mrs. Cole moved to adjourn the meeting. Mrs. Smith seconded and the motion carried. Meeting adjourned at 5:15 p.m.

President:

A handwritten signature in cursive script that reads "Tom Cahoon".

Secretary:

The Board of Trustees of the Guernsey County District Public Library met in regular session on, March 4, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Craig Rich, Richard Hall, and Lynette Tipton.

Mr. Cahoon called the meeting to order at 4:00 p.m.

Mrs. Smith moved to dispense with the reading of the minutes and to approve them as distributed. Mr. Hall seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund January 31, 2009	\$698,472	694,615.38
Receipts	141,679.	
Expenses	145,536.	
Balance in the General Fund February 28, 2009	\$640,744.	
Balance in the Building Fund January 31, 2009	\$946,780.11	
Receipts	0.00	
Expenses	0.00	
Balance in the Building Fund February 28, 2009	\$946,780.51	
Balance in the Motor Fund January 31, 2009	\$61,734.64	
Receipts	0.00	
Expenses	0.00	
Balance in the Motor Fund February 28, 2009	\$61,734.64	
Balance in the Automation Fund January 31, 2009	\$28,835.69	
Receipts	0.00	
Expenses	0.00	
Balance in the Automation Fund February 28, 2009	\$28,835.69	
Balance all Funds	\$1,731,966.22	

Balance in checking	\$21,534.52
Change Fund	100.00
Money Market	201,017.12
Investments	<u>1,509,009.29</u>
	\$1,731,966.22

Mr. Hall moved to accept the Fiscal Officer's report. Mr. Rich seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of February was 33,324. That figure reflects an increase of 1,451 items over last year.

Mr. Goodwin stated that we are still waiting on estimates from Fleming's and Mosholder's for roof replacement/repair at the Main Library. There are currently no leaks reported. A section of the Juvenile room at the Main Library remains roped off due to cracks in the ceiling. Frame and Sons has submitted a proposal to fix, but the roof must be fixed first.

Melissa Essex at the Main Library is in the early stages of putting together a book discussion group. We have hopes of gaining enough interest to possibly give rise to a Friend's of the Library group.

The fines and replacement card fees went into effect March 1st. We have no complaints so far.

Mr. Goodwin recommended increasing copy and canvas bag prices: copies, from 50.10/\$.25 to \$.25/\$.50; canvas bags, \$1.50 to \$2.00.

A report was recently run indicating the number of patrons that owe \$25.00 or more to the library for fees and lost items. Mr. Goodwin proposed a postcard campaign in an attempt to recoup some of the outstanding funds. Another option would be to contact a collection agency. The board agreed to implement the postcard campaign, put a press release in the paper and to contact a collection agency for estimated cost to the library.

Under unfinished business Mr. Goodwin, Mr. Cahoon as well as two members of the union recently meant with three insurance companies to compare quotes. The quotes have now gone to the union. A special meeting will be held so

that the union can share the information provided by the companies before a decision can be made.

Dylan, Iosue & Associates recently returned the updated Employee Personnel Manual. They proposed several changes at a cost to the Library in the amount of \$2,900. The board tabled this item.

Under new business Mr. Hall presented the board his letter of resignation effective April 30, 2009. Mr. Hall stated that he did not feel he could give the position significant attention due to the demands of his job.

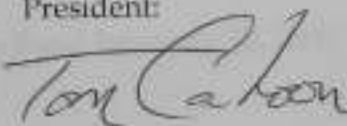
Mr. Rich moved to approve payment of the bills represented by warrants #016386 through #016451 and memo checks #03 and #04. Mr. Hall seconded all voted yes and the motion carried.

Mr. Rich made a motion to move into executive session at 5:00 p.m.

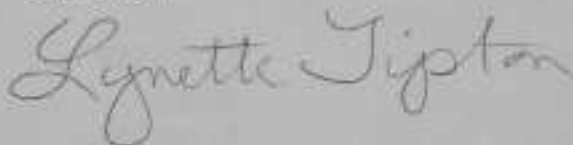
Motion was made to return at 5:25. No Action was taken.

Mrs. Smith moved to adjourn the meeting. Mr. Rich seconded and the motion carried. Meeting adjourned at 5:30 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, April 8, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Craig Rich, Richard Hall, Mary Cole, and Lynette Tipton.

Mr. Cahoon called the meeting to order at 4:00 p.m.

Mrs. Cole moved to dispense with the reading of the minutes and to approve then as distributed. Mrs. Smith seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund February 28, 2009	\$694,615.38
Receipts	81,703.03
Expenses	130,486.47
Balance in the General Fund March 31, 2009	\$645,831.94
Balance in the Building Fund February 28, 2009	\$946,780.51
Receipts	0.00
Expenses	0.00
Balance in the Building Fund March 31, 2009	\$946,780.51
Balance in the Motor Fund February 28, 2009	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund March 31, 2009	\$61,734.64
Balance in the Automation Fund February 28, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund March 31, 2009	\$26,316.34
Balance all Funds	\$1,680,663.43
Balance in checking	\$20,155.73
Change Fund	100.00
Money Market	151,385.13
Investments	<u>1,509,009.29</u>
	\$1,680,663.43

Mr. Rich moved to accept the Fiscal Officer's report. Mrs. Cole seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of March was 35,789. That figure reflects an increase of 2,397 items over last year.

Mr. Goodwin stated that 10 people are registered for the book discussion group that will be held Thursday May 21st at the Main Library. The group is limited to 15 people.

The Main Library will also be hosting a book signing on Saturday May 16th featuring local author Josh LaRue.

The Cambridge Amateur Radio Association would like to hold their "field day" at the Crossroad Branch. The event would be held June 26th & 27th. Permission was granted by the Board.

The EnvisionWare product is scheduled to be installed on April 23rd.

Fire escape maps have been made for all locations and work is currently underway for an Emergency Action Plan.

Summer is fast approaching and summer hours will need to be voted on at the May meeting.

Under unfinished business the union has ask for additional insurance quotes. More information should be available at the May meeting.

Motion was made by Mrs. Tipton to approve the final contract for the summer reading program, with entertainer Bill Pate, set for July 29, 2009 at the Cambridge City Park. Mrs. Cole seconded and the motion carried.

11-09

Mr. Rich moved to replace the flat roof of the Main Library. The job was awarded to Fleming Hartley. Mr. Hall seconded and the motion carried. Motion mad by Mrs. Cole to repair the ceiling in the Juvenile room at the Main Library, with drywall. Frame and Sons will begin once the roof repairs are complete. Mrs. Smith seconded and the motion carried.

12-09

Mrs. Cole moved to enter into contract with Library Design and Associates to remodel the AV Dept. Mr. Rich seconded and the motion carried. 13-09

Under new business, Mr. Rich moved to enter into contract with Ed Mullens for mowing and spring clean up at all locations. Mrs. Tipton seconded all voted yes and the motion carried. 14-09

The Board agreed to enter into a Human Resources contract on an as need basis with Evans and Associates.

Motion was made by Mr. Rich to seek more information from Unique Management Services, Inc. for a future staff in-service training session. Mrs. Tipton seconded and the motion carried. 15-09

Mrs. Tipton moved to approve payment of the bills represented by warrants #016452 through #016526 and memo checks #05 and #06. Mr. Hall seconded all voted yes and the motion carried.

Mr. Hall made a motion to move into executive session at 5:36 p.m.

Motion was made to return at 5:51.

Mr. Rich moved to eliminate the position of Reference Librarian effective August 1, 2009. Mrs. Smith seconded all voted yes and the motion carried. 16-09

Mrs. Smith moved to adjourn the meeting. Meeting adjourned at 5:30 p.m.

President:

Tom Cahoon

Secretary:

The Board of Trustees of the Guernsey County District Public Library met in regular session on, May 6, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Mary Cole, and Lynette Tipton.

Mr. Cahoon called the meeting to order at 4:01 p.m.

There was no public participation.

Mrs. Cole moved to dispense with the reading of the minutes and to approve them as distributed. Mrs. Smith seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund March 31, 2009	\$645,836.04
Receipts	93,819.84
Expenses	127,570.48
Balance in the General Fund April 30, 2009	\$612,085.40
Balance in the Building Fund March 31, 2009	\$946,780.51
Receipts	0.00
Expenses	0.00
Balance in the Building Fund April 30, 2009	\$946,780.51
Balance in the Motor Fund March 31, 2009	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund April 30, 2009	\$61,734.64
Balance in the Automation Fund March 31, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund April 30, 2009	\$26,316.34
Balance all Funds	\$1,646,916.89

Balance in checking	\$1,409.17
Change Fund	100.00
Money Market	136,385.13
Investments	<u>1,509,009.29</u>
	\$1,646,916.89

Mrs. Cole moved to accept the Fiscal Officer's report. Mrs. Smith seconded and the motion carried.

Mrs. Tipton moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$10.00 given by Holly Thompson, \$10.00 given by Virginia Crawford, \$20.00 given by Stan Brunk, \$100.00 given by Ohio Homemakers and Community Education, as a thank you for the use of the meeting room, The East Cambridge Methodist Church booklet donated by Linda Burris, and a copy of the book Shadows of the Road, donated by the author G.W. (Gerry) Poulos.

Mrs. Cole seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of April was 34,276. That figure reflects an increase of 2,713 items over last year.

Mr. Goodwin stated that 15 people are now registered for the book discussion group that will be held Thursday May 21st at the Main Library. That number is the limit set by Mrs. Essex, currently there is a waiting list. The book they will be discussing is Fahrenheit 451.

Just a reminder, The Main Library will also be hosting a book signing on Saturday May 16th featuring local author Josh LaRue.

The Cambridge Amateur Radio Association has decided not to hold their summer training program at The Crossroads Branch. They would like to extend their appreciation to the Board for their consideration.

The EnvisionWare product was installed on April 23rd and except for a few issues is working fine.

The hot water tank in Byesville was replaced due to a leak. The work was completed by Eaglesons. The Main Library is currently on schedule for roof repair by Flemings. Flemings is hopeful that work will begin prior to June 1st.

Mr. Goodwin recently was invited and attended the dedication ceremony for the Hopalong Cassidy Mural on Turner Ave. and received 3 copies of the book "Hopalong Cassidy, An American Legend" by Grace Bradley Boyd and Michael Cochran.

Under unfinished business we have received the insurance quotes from the companies that the bargaining unit requested that the Board consider. A decision needs to be made very soon.

Under new business Mrs. Cole moved to hold Food for Fines during the month of June. All items collected will be given to local food banks. 17-09

Mrs. Smith seconded and the motion carried.

Word was recently received that our PLF funding figure will be reduced once again for the remainder of the year. More information should be available by the next meeting.

Mrs. Tipton moved to adopt summer hours option 3 effective May 23, 2009. Option 3 would see a reduction in hours at all locations. All locations will be closed on Saturday. 18-09

Mrs. Cole seconded and the motion carried.

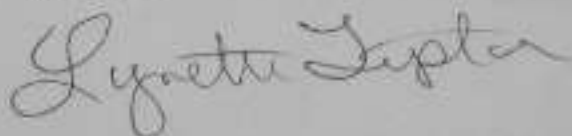
Mrs. Tipton moved to approve payment of the bills represented by warrants #016527 through #016586 and memo checks #07 and #08. Mrs. Smith seconded all voted yes and the motion carried.

Mrs. Cole moved to adjourn the meeting. Mrs. Smith seconded and the meeting adjourned at 5:14 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, June 3, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Richard Hall, Mary Cole, and Craig Rich.

Mr. Cahoon called the meeting to order at 4:00 p.m.

Jason Emig representing Bi-Con reported on the recent repairs to the roof and drywall. There appears to be no leaks as of the last storm, earlier in the week. If the board is satisfied with the job the company is requesting final payment. Mr. Goodwin will review the work with Ron VanWey from Davis Architecture and get back with Bi-Con.

Mrs. Albaugh, representing the union, addressed the board with concerns and ideas on dealing with the financial issues that we could be facing in the near future.

Mrs. Cole moved to dispense with the reading of the minutes and to approve them as distributed. Mr. Hall seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund April 30, 2009	\$612,085.40
Receipts	144,968.23
Expenses	139,799.72
Balance in the General Fund May 31, 2009	\$617,230.55
Balance in the Building Fund April 30, 2009	\$946,780.51
Receipts	0.00
Expenses	0.00
Balance in the Building Fund May 31, 2009	\$946,780.51
Balance in the Motor Fund April 30, 2009	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund May 31, 2009	\$61,734.64
Balance in the Automation Fund April 30, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund May 31, 2009	\$26,316.34
Balance all Funds	\$1,652,062.04

Balance in checking	\$38,462.03
Change Fund	100.00
Money Market	104,477.03
Investments	<u>1,509,009.29</u>
	\$1,652,062.04

Mr. Rich moved to accept the Fiscal Officer's report. Mrs. Cole seconded and the motion carried.

Mrs. Cole moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$20.00 given by James & Sharon Cottle. The Cottle's requested that a book be purchased on woodworking in honor of their friend Robert Heinton, 3 copies of the book Hopalong Cassidy an American Legend by Grace Bradley Boyd donated by The Hopalong Cassidy International Fan Club, Laura Bates local representative, and a copy of Guernsey County & Community Family History Book donated by The Cambridge Lions Club.

Mr. Rich seconded and the motion carried.

Mrs. Holt will be sending out depository agreements this week to all local banks. She asked permission to keep active funds at Advantage Bank, as a cost saving measure, due to the fact we have full boxes of checks for both checking accounts. In addition Mrs. Holt would like the board's approval to transfer all remaining funds in the money market account from the capital funds account to the general fund.

Mr. Rich moved to grant permission on the funds request. Mr. Hall 19-09 seconded all voted yes and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of May was 27,401. That figure reflects a decrease from last year. Mr. Goodwin noted that there were some problems with the system so the figures may not be accurate.

Mr. Goodwin reported that both special events held at the Main library were well attended. Local author Josh LaRue held a book signing on May 16th with 30 patrons attending. The first adult book discussion held on May 21st was a

success. Participants are looking forward to another session. Request were taken for and evening session possibly at Crossroads.

There have been several positive comments regarding the recent changes at the Main library concerning the film room and the reading area.

We are still waiting on the roof repairs at the Main library. They should begin later in June.

The Byesville Branch is also experiencing roof leaks. Flemings will check and advise.

Under unfinished business the Board reviewed 3 cost saving proposals. They also discussed other cost saving measures, such as a pay freeze, hour reduction, and a reduction in health insurance cost. We will be changing insurance carriers which should reflect a slight decrease in premiums.

Mr. Rich moved to proceed with phase 1 of the proposals which has already been some what activated. Total staff reduction would be five by July 31, 2009: The reference position, three part-time positions and one clerical position. 20-09

Mrs. Cole seconded and the motion carried.

Mr. Rich moved to approve payment of the bills represented by warrants #016587 through #016672 and memo checks #09 and #10. Mr. Cahoon seconded all voted yes and the motion carried.

Mrs. Cole moved to adjourn the meeting. Mr. Cahoon seconded and the meeting adjourned at 5:20 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, July 8, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Martha Smith, Mary Cole, Craig Rich and Lynette Tipton.

Mrs. Smith Vice President called the meeting to order at 4:00 p.m.
There was no public participation.

Mrs. Cole moved to dispense with the reading of the minutes and to approve them as distributed. Mr. Rich seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund May 31, 2009	\$617,230.55
Receipts	226642.83
Expenses	127624.76
Balance in the General Fund June 30, 2009	\$713,248.76
Balance in the Building Fund May 31, 2009	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund June 30, 2009	\$835,117.90
Balance in the Motor Fund May 31, 2009	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund June 30, 2009	\$61,734.64
Balance in the Automation Fund May 31, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund June 30, 2009	\$26,316.34
Balance all Funds	\$1,636,417.64

Balance in checking	\$22,793.11
Change Fund	100.00
Money Market	104,502.22
Investments	<u>1,509,009.29</u>
	\$1,636,417.64

Mr. Rich moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$500.00 given by an anonymous donor, \$5.00 given by an anonymous donor, History of Guernsey County Ohio 1911 by Col. Cyrus P.B. Sarchet (Reprint) donated by Brenda Folkert, Hartford: The Tale of a Village by Barbara Meyen Batal donated by Barbara Batal, Tombstone Inscriptions of the Old St. Paul's Church Cemetery donated by Michelle Devore, and Ancestral History of Thelma E. Adair by Charles Harrison Gander, donated by Charles H. Gander.

Mrs. Tipton seconded and the motion carried.

Depository agreements were sent to local financial institutions in early June. The following banks have responded back: Peoples Bank, National City Bank, Wesbanco, and US Bank.

Mr. Rich moved to accept the following resolutions: 21-09

RESOLVED, that active funds, depository agreement, will be signed with Peoples Bank, and that inactive funds agreements will be signed with, National City Bank, Wesbanco, and US Bank.

Mrs. Cole seconded and the motion carried.

Certificate of deposit # 1005986849 at 1.85% interest currently at Peoples Bank is due on July 16, 2009.

Mr. Rich moved to transfer all funds in the certificate of deposit into an interest bearing checking account, offered by Peoples Bank, at a fixed rate of 2.25% for two years. 22-09

Mrs. Cole seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of June was 32,618. That figure reflects an increase from last year.

The roof repairs have begun at the Main Library. There have been some unexpected developments. Depending on the weather the roof should be finished in a week or two.

Ron VanWey has been contacted concerning the final payment to BiCon Services for the Crossroads roof.

The Summer Reading Program is underway and so far attendance has been good. A special "Medieval Combat Demonstration" program is scheduled for Monday July 13th on the front lawn at Crossroads. The program will wind up on Wednesday July 29th at the Cambridge City Park with a special program.

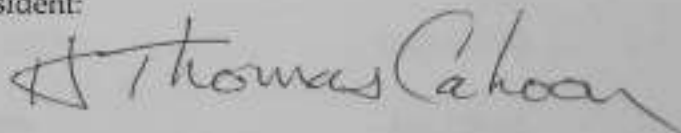
Under unfinished business we are still waiting to find out what the final budget figures will be for the remainder of 2009 and what to expect for 2010.

There was no new business.

Mr. Rich moved to approve payment of the bills represented by warrants #016674 through #016739 and memo checks #11 and #12. Mrs. Cole seconded all voted yes and the motion carried.

Mrs. Cole moved to adjourn the meeting. Mrs. Tipton seconded and the meeting adjourned at 4:52 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, August 5, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Mary Cole, Craig Rich and Lynette Tipton.

Mr. Cahoon President called the meeting to order at 4:00 p.m.

There was no public participation.

Mrs. Cole moved to dispense with the reading of the minutes and to approve them as distributed. Mrs. Tipton seconded and the motion carried.

Library staff present: Rich Goodwin, Cathy Holt, and Melissa Essex

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund June 30, 2009	\$713,248.72
Receipts	127,779.03
Expenses	148,988.68
Balance in the General Fund July 31, 2009	\$692,039.07
Balance in the Building Fund June 30, 2009	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund July 31, 2009	\$835,117.90
Balance in the Motor Fund June 30, 2009	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund July 31, 2009	\$61,734.64
Balance in the Automation Fund June 31, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund July 31, 2009	\$26,316.34
Balance all Funds	\$1,615,207.95
Balance in checking	\$89,723.40
Change Fund	100.00
Peoples Interest	<u>1,522,993.43</u>
Business Checking	
TOTAL	\$1,615,207.95

Mr. Rich moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$500.00 given by an anonymous donor, \$5.00 given by an anonymous donor, History of Guernsey County Ohio 1911 by Col. Cyrus P.B. Sarchet (Reprint) donated by Brenda Folkert, Hartford: The Tale of a Village by Barbara Meyen Batal donated by Barbara Batal, Tombstone Inscriptions of the Old St. Paul's Church Cemetery donated by Michelle Devore, and Ancestral History of Thelma E. Adair by Charles Harrison Gander, donated by Charles H. Gander.

Mrs. Tipton seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of July was unavailable due to system issues at SEO.

The Summer Reading Program concluded Wednesday, July 29th with a performance at the City Park by Bill Pate. Approximately 100 people attended the event. Over 50 programs were provided at various library locations and community daycare centers. The programming was attended by approximately 2,000 people with approximately 10,000 books read. Programming was provided by our Children's Dept. and Bookmobile staff.

Larry Slosky is interested in possibly logging the Crossroads property.

Patron, Mark Fleming sent a letter to the library as well as the Dailey Jeffersonian concerning library policies and funding issues.

Mrs. Essex updated the Board on the book discussion groups that the Main Library has been hosting. To date there have been two sessions both were well attended. The next group will meet September 17th the group will be discussing Memoirs of a Geisha by Arthur Golden.

Under unfinished business the roof and ceiling work has been finished at the Main Library.

Recently Crossroads experienced more roof issues in the Children's Dept. Flemings, Bi Con and Ron VanWey have all been notified.

There was a great deal of discussion concerning the recent state budget cuts. Mrs. Cole moved to implement phase 3 of the previously discussed reduction proposals. 23-09

Phase 3 would eliminate two full-time clerical positions. One from Technical Services and one from the Children's Dept. this phase would also eliminate bookmobile services. These cuts are in addition to the positions already eliminated in phase 1. All three physical locations will remain open at this time. Approximate annual reduction would be \$238,296.

Mr. Rich seconded the motion with September 1, 2009 as the recommended target date.

The Union has agreed to accept the Board's request of the following concessions to the Collective Bargaining Agreement. 24-09

- 1) Freeze all hourly wages. Effective 1-1-10 through 12-31-10.
- 2) 20.05 *The maximum vacation which may be credited to an employee is the amount of vacation the employee may accrue in his/her current year, plus eighty (80) hours. Any additional vacation credit shall be paid in cash.* Waive the last sentence of the above CBA Article through 12-31-10. In short, all time in excess of the allowable will not be bought back and be allowed to be credited.

The above request will be re-evaluated in July of 2010 or sooner, depending upon finances.

The Union presented a Memo of Understanding to the board concerning bumping rights, job classification and pay scale with the pay based on the number of years of service.

Mr. Rich moved to accept the Memo of Understanding. Mrs. Smith seconded and the motion carried. 25-09

Under new business, Mrs. Tipton moved to adopt Winter Hours Proposal # 3. Mr. Rich seconded the motion all voted yes and the motion carried. 26-09

The following winter hours will begin September 7th: Main M-F 9:00am - 5:30pm Sat. 10:00am - 2:00pm closed Sunday, Byesville M-F 9:00am - 5:30pm, closed Saturday and Sunday, Crossroads M-W 9:00am - 8:00pm Thursday & Friday 9:00am - 5:30pm, Saturday 10:00am - 2:00pm.

The Board has been notified that member Janice Laughman, with much regret, would like to resign due to family commitments.

Mrs. Tipton moved to approve payment of the bills represented by warrants #016727 through #016806 and memo checks #13, #14 and #15. Mrs. Smith seconded all voted yes and the motion carried.

Mrs. Cole moved to adjourn the meeting. Mr. Rich seconded and the meeting adjourned at 5:30 p.m.

President:

Thomas C. Cohn

Secretary:

Suzette Tipton

The Board of Trustees of the Guernsey County District Public Library met in regular session on, September 2, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Shana Fair and Lynette Tipton.

Mr. Cahoon President called the meeting to order at 4:00 p.m.

There was no public participation.

President Cahoon swore in new board member Shana Fair and welcomed her to the group.

Mrs. Smith moved to dispense with the reading of the minutes and to approve them as distributed. Mrs. Tipton seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund July 31, 2009	\$692,039.07
Receipts	87,083.72
Expenses	138,547.48
Balance in the General Fund August 31, 2009	\$640,560.91
Balance in the Building Fund July 31, 2009	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund August 31, 2009	\$835,117.90
Balance in the Motor Fund July 31, 2009	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund August 31, 2009	\$61,734.64
Balance in the Automation Fund July 31, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund August 31, 2009	\$26,316.34
Balance all Funds	\$1,563,729.79
Balance in checking	\$36,028.62
Change Fund	100.00
Peoples Interest Business Checking	<u>1,527,543.44</u>
TOTAL	\$1,615,207.95

Mrs. Tipton moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$20.00 given by an anonymous donor, \$50.00 given to the Finley Room by Cyndie L. Gerken, A Dragons Quest The Journey Begins by W.A. Carmichael given by the author Wendy Carmichael, \$5.00 given by Donald & Betty Kitchen, The Crystal Lady (DVD of the original film) presented by the National Cambridge Collectors, Inc. donated by the National Museum of Cambridge Glass, Cindy Arent, Museum Chairman, The Cardinal 1936 yearbook of Center-Wills High School, Old Washington, Ohio donated in memory of Sandra Taylor Long given by Mr. Long

Mrs. Smith seconded and the motion carried.

Mrs. Holt requested that the board grant permission to transfer \$30,000.00 from the Contingency Account 101.00.58900 to the Main Book Account 101.10.54100.

Mrs. Tipton moved to act on the request. Mrs. Fair seconded and the motion carried. 27-09

Mr. Goodwin presented the Director's report. Circulation for the month of July, which was unavailable at the last meeting, was 33,174. Circulation for the month of August was 29,776.

The month of August was dominated by the staff reduction plan put into action at the last board meeting with the implementation of Phase 3. The plan is expected to be complete by mid September. Staff utilizing their bumping rights will be in their new positions and 4 employees will be laid off.

By city ordinance any customer with water meters larger than $\frac{3}{4}$ inch but smaller than 3 inch must be tested every three years. Crossroads falls under that ordinance. Testing was recently completed.

We are in the process of developing a Homebound Delivery. The policy should be ready for the Board to discuss at the October meeting.

Work is currently being done on a Volunteer Policy that we hope to present at the October meeting as well.

Children's programming has been preparing for the fall story time sessions set to begin the week of September 14th.

Under unfinished business we are still waiting on the repairs to be made at Crossroads concerning the roof leak we experienced during the last hard rain.

Concerning the budget no further action was taken.

Mr. Hall's term expires on September 20th. It is his intent to leave the Board as stated earlier this year in a letter addressed to the Board.

Under new business we have received an application from the Ohio Plan to renew our insurance policy. Mr. Cahoon signed the application to receive the quote for the upcoming year.

Mrs. Smith moved to approve payment of the bills represented by warrants #016807 through #016958 and memo checks #16 and #17. (The large number range of checks was due to the closing of our accounts at Advantage Bank and the opening of the new accounts at Peoples Bank). Mrs. Fair seconded all voted yes and the motion carried.

Mrs. Tipton moved to adjourn the meeting. Mrs. Smith seconded and the meeting adjourned at 4:50 p.m.



President:



Secretary:

The Board of Trustees of the Guernsey County District Public Library met in regular session on, October 7, 2009 in the meeting room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Shana Fair, Nancy Daniele and Craig Rich and Mary Cole.

Mr. Cahoon President called the meeting to order at 4:00 p.m.

There was no public participation.

President Cahoon swore in new board member Nancy Daniele and welcomed her to the group.

Mrs. Cole moved to dispense with the reading of the minutes and to approve them as distributed. Mrs. Smith seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund August 31, 2009	\$640,519.52
Receipts	87,617.14
Expenses	107,902.85
Balance in the General Fund September 30, 2009	\$620,233.81
Balance in the Building Fund August 31, 2009	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund September 30, 2009	\$835,117.90
Balance in the Motor Fund August 31, 2009	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund September 30, 2009	\$61,734.64
Balance in the Automation Fund August 31, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund September 30, 2009	\$26,316.34
Balance all Funds	\$1,543,402.69
Balance in checking	\$14,864.70
Change Fund	100.00
Peoples Interest Business Checking	<u>1,528,390.91</u>
TOTAL	\$1,543,402.69

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: Pre-1900 Obituaries and Death Notices of Perry County, Ohio 2008, donated by Lucille Oliver, \$50.00 given by Paul G. North, \$10.00 given by Robert Ballantine, \$25.00 given by Bruce E. Johnson. The Zane's Frontier (2 copies) by Benjamin e. Blumel, donated by Benjamin e. Blumel, Best in the Nation: The First Two Hundred Years of Ohio Libraries donated by Mary Cole, Every Farm Tells a Story A Tale of Family Farm Values by Jerry Apps, donated in memory of Eileen Monroe, Character is Destiny: Inspiring Stories Every Person Should Know and Every Adult Should Remember by John McCain with Mark Salter, donated in memory of Audrey Allendar, What it Means to Be A Buckeye Jim Tressel and the Ohio State's Greatest Players edited by Jeff Snook donated in memory of Mary Belle Phelps, and The Lives of the Great Composers Third Edition by Harold C. Schonberg in memory of Robert Bird all donated by Guernsey County Retired Teachers.

Mrs. Daniele seconded and the motion carried.

Mrs. Holt requested that the board grant permission to transfer \$14,000.00 from the Main Building Improvement Account 101.10.55400 to cover all current negative accounts.

Mrs. Smith moved to act on the request. Mrs. Cole seconded and the motion carried. 28-09

Mr. Goodwin presented the Director's report. Circulation for the month of September was 27,861. It was noted that circulation was obviously effected due to the removal of the bookmobile. Circulation on Saturday remains good even with the reduction in Saturday hours this fall.

The library has been advised by the firm of Tribbie, Scott, Plummer & Padden that we have been named in the will of Mary Jane Lorimer. According to the Will the library is to receive 5% of her estate. The estate value is placed at \$6,323.81.

The annual book sale is scheduled for October 16th and 17th at the Crossroads Branch. We have received massive book donations that will be part of the sale.

The staff has settled into their new positions due to the layoffs and bumping. A total of 7 positions were affected. Patrons will see 3 new faces at Main, 3 at Crossroads and 1 at Byesville.

Under unfinished business we are still waiting for ceiling tile to be replaced at Crossroads.

Concerning the budget we are right on pace to be short about \$200,000 for this year. The estimated as of today for 2010 is expected to be 1,010,000. Nothing is definite as of yet.

Under new business we are still having some issues with the roof at Main. The contract specified that 5 flat spots would be replaced; as it turns out there are actually 6 flat spots. Mr. Goodwin will be talking with Fleming/Hartley concerning this matter.

Mr. Goodwin recommended updating the current rules for users. Just some minor changes need to be made. Mrs. Fair motioned to make any necessary changes. Mr. Rich seconded and the motion carried.

Board of Trustees by-laws have been distributed and will be voted on at the next meeting.

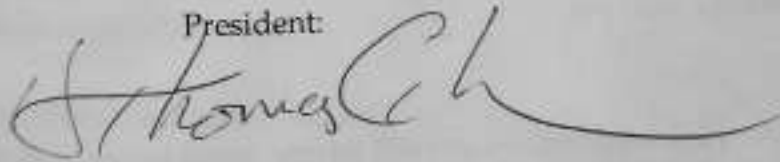
Mrs. Cole motioned that we proceed with starting a homebound delivery for county shut-ins. There are still some areas that need to be fine tuned going into this program. Mrs. Fair seconded the motion, all voted yes and the motion carried. 29-09

Mrs. Essex, branch-supervisor at the Main Library, has developed an application for teen volunteer service. Mrs. Smith motioned that we approve the application. Mrs. Daniele seconded the motion. She would like to see one minor change made to the application. She would like the application to include the names of the three locations that the student could chose to volunteer at. All voted yes and the motion carried. 30-09

Mrs. Fair moved to approve payment of the bills represented by warrants #016961 through #017029 and memo checks #18 and #19. Mrs. Smith seconded all voted yes and the motion carried.

Mrs. Cole moved to adjourn the meeting. Mr. Cahoon seconded and the meeting adjourned at 5:20 p.m.

President:

A handwritten signature in cursive script, appearing to read "Thomas Ch.", written in dark ink.

Secretary:

The Board of Trustees of the Guernsey County District Public Library met in regular session on, November 4, 2009 in the meeting room of the Byesville Branch Library. Trustees present: Tom Cahoon, Martha Smith, Shana Fair, Nancy Daniele, Craig Rich and Lynette Tipton.

Mr. Cahoon President called the meeting to order at 4:00 p.m.

There was no public participation.

Mrs. Smith moved to dispense with the reading of the minutes and to approve them as distributed. Ms. Daniele seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund September 30, 2009	\$620,233.51
Receipts	102,614.00
Expenses	- 108,874.59
Balance in the General Fund October 31, 2009	\$613,970.91
Balance in the Building Fund September 30, 2009	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund October 31, 2009	\$835,117.90
Balance in the Motor Fund September 30, 2009	\$61,734.64
Receipts	- 0.00
Expenses	0.00
Balance in the Motor Fund October 31, 2009	\$61,734.64
Balance in the Automation Fund September 30, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund October 31, 2009	- \$26,316.34
Balance all Funds	\$1,537,139.79
Balance in checking	\$15,716.26
Change Fund	100.00
Peoples Interest Business Checking	<u>1,521,296.19</u>
TOTAL	\$1,537,139.79

Mrs. Tipton moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$100.00 given by Franklin D. Campbell to the Finley Room and \$2.00 given by Kimberly Sterling.

Mrs. Smith seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of October was 30,015.

The annual book sale held October 16th and 17th at the Crossroads Branch went very well. The library mad \$726.10.

Currently Crossroads and Byesville are without a Maintenance Person. Jerry Miller was let go due to performance and attendance issues. We are currently working our way through the bargaining unit recall list for his replacement.

Mr. Goodwin proposed to the board the possibility of closing all locations of the library on Friday, November 27th and Saturday December 26th. He would like to offer these days to the staff as paid holidays for this year. He would like to offer this for their past concessions (no pay raises in 2010 and no vacation buy back through 2010) they agreed to this past summer.

Mr. Rich moved to recognize December 24th as a paid holiday for 2009 and close all locations on December 26th. 31-09

Mrs. Tipton seconded and the motion carried.

Under unfinished business Mr. Goodwin spoke with a representative from Fleming/Hartley. There was an apparent misunderstanding on the first roof proposal. The second page was for the replacement of the remaining two sections of the roof at the Main Library, at a cost of \$4,075.00.

Mrs. Smith moved to proceed with the remaining repairs. Ms. Daniele seconded and the motion carried. 32-09

The new policies for users are in effect. So far there have not been any problems.

Concerning the budget we are continuing to watch our spending and waiting for figures from the state for 2010.

Under new business Tom Lehotay and Ed Mullens have submitted proposals for snow removal. Tom Lehotay took care of all locations last year and did a good job. Mr. Rich moved to accept Mr. Lehotay's proposal. Mrs. Tipton seconded and the motion carried.

33-09

Motion was made by Mrs. Fair to approve the 2010 Holiday schedule. One correction will be made July 4th will be observed on July 5th. Mr. Rich seconded and the motion carried.

34-09

Ms. Daniele moved to approve payment of the bills represented by warrants #017030 through #017102 and memo checks #20 and #21. Mrs. Smith seconded all voted yes and the motion carried.

The next meeting will be held December 2nd at 4:00 p.m. at the Main Library.

Mrs. Smith moved to adjourn the meeting. Mr. Tipton seconded and the meeting adjourned at 5:15 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, December 2, 2009 in the meeting room of the Main Library. Trustees present: Tom Cahoon, Martha Smith, Shana Fair, Nancy Daniele, Craig Rich and Mary Cole.

Mr. Cahoon President called the meeting to order at 4:00 p.m.

There was no public participation.

Mrs. Smith moved to dispense with the reading of the minutes and to approve them as distributed. Ms. Daniele seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund October 31, 2009	\$613,970.91
Receipts	96,513.34
Expenses	99,706.80
Balance in the General Fund November 30, 2009	\$610,777.45
Balance in the Building Fund October 31, 2009	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund November 30, 2009	\$835,117.90
Balance in the Motor Fund October 31, 2009	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund November 30, 2009	\$61,734.64
Balance in the Automation Fund October 31, 2009	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund November 30, 2009	\$26,316.34
Balance all Funds	\$1,533,946.33
Balance in checking	\$19,730.08
Change Fund	100.00
Peoples Interest Business Checking	<u>1,514,092.90</u>
TOTAL	\$1,533,946.33

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$40.00 given by Franklin D. Campbell, \$20.00 given by Patricia A. Lanning Appalachian Ohio and the Civil War, 1862-1863 by Susan G Hall, donated by B. Smith, Cold Outhouse and Kerosene Lamp. Memories from Old-timers in Southeastern Ohio, donated by Hometown Memories Publishers, and \$50.00 given by Alpha Rho Chapter of Delta Kappa Gamma society International for the purchase of large print books.

Mrs. Smith seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of November was 30,641.

The remainder of the roof at the main library has been replaced. A membrane warranty should be forth coming.

Kym Miller has filled the maintenance position at Crossroads and Byesville. Kym was laid off from Main in September due to the budget cuts.

We have received the property insurance statement/outline from the Ohio Plan for calendar year 2010. The cost is \$12,056 for all four locations and two vehicles. The bookmobile has been reduced to "storage" only. We have also received notification of the bond renewals for Mr. Goodwin and Mrs. Holt.

Mrs. Fair made the motion to renew the bonds at \$250,000 each; the cost will remain the same as last year. Ms. Daniele seconded and the motion carried 35-09

Mr. Goodwin mentioned that he has not heard anything more concerning the Mary Jane Lorimer estate. He was recently advised that Martha Christine Moore passed away on November 24th and in lieu of flowers friends may contribute in her memory to the Guernsey County Library.

Mrs. Essex supervisor at the main library was in attendance. She reported that the book club started over the summer is going very well. The average attendance is 8 - 10. The garden club will be decorating the main library on December 3. Mrs. Essex noted that the library will be one of the clue stops in January for a special program in conjunction with the downtown Dickens Village festivities.

January for a special program in conjunction with the downtown Dickens Village festivities.

Under unfinished business Mr. Goodwin spoke with a representative from Bi-con service, as well as with Ron VanWey from Davis Architectural, concerning the final payment to Bi-con for the repairs on the Crossroads roof. Mr. VanWey is recommending that the remaining funds be released to Bi-con.

Mrs. Cole made a motion to pay the roof off. Mrs. Fair seconded all voted yes and the motion carried.

36-09

Concerning the budget we are continuing to watch our spending. We are below projection for 2009, and waiting for figures from the state for 2010.

There was no new business.

Ms. Daniele moved to approve payment of the bills represented by warrants #017103 through #017165 and memo checks #22 and #23. Mr. Rich seconded all voted yes and the motion carried.

The next meeting will be held January 6th at 4:00 p.m. at the Crossroad Branch Library. The organizational meeting will immediately follow.

Mrs. Cole moved to adjourn the meeting. Mr. Cahoon seconded and the meeting adjourned at 4:55 p.m.

President:



Secretary:

