

The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday January 5, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Nancy Daniele, Shana Fair, Martha Smith, and Mary Cole. Library employees present: Rich Goodwin, Melissa Essex, Donna King, and Cathy Holt.

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 them as distributed. Ms. Daniele seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund November 30, 2010	\$473,193.95
Receipts	93,325.60
Expenses	140,320.31
Balance in the General Fund December 31, 2010	\$426,199.24
Balance in the Building Fund November 30, 2010	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund December 31, 2010	\$835,117.90
Balance in the Motor Fund November 30, 2010	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund December 31, 2010	\$61,734.64
Balance in the Automation Fund November 30, 2010	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund December 31, 2010	\$26,316.34
Balance all Funds	\$1,349,368.12
Balance in checking	\$1,131.63
Change Fund	100.00
Peoples Interest Business Checking	1,348,114.34

TOTAL

\$1,349,368.12

Mrs. Smith moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$100.00 given by Evelyn S. Kochera for reference books, Franklin & Eleanor an Extraordinary Marriage, given by the Guernsey County Retired Teachers in memory of Katherine Z. Nicholakis, two cassette players given by Benjamin Cahoon, The Napping House, audio book, by Audrey Wood & Don Wood, given by the South Elementary Staff in honor of school principal Miss Linda Halterman, and 2.252 acres located on Eight Street Road, given by Tom & Rebecca Cahoon.

Mrs. Cole seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of December was 22,880. All locations reported a decrease from last year.

December, historically, has been a slow month. The library issued 107 new library cards and provided meeting space for 34 groups and individuals.

December was a rough month for the staff at the Byesville Branch. One employee required a surgery and one employee suffered a fall.

The Children's Department held several story time programs for area Headstart groups during December and two special Christmas-Santa programs were held at the Main Library and the Byesville Branch. Plans are underway for a "Jammy Jamboree" in January and they continue with program - plans utilizing LSTA grant money awarded for use with our home schooling community.

Under unfinished business we are still waiting to hear the results of the arbitration. Mr. Goodwin received a letter dated December 9, 2010 stating that all necessary papers have been received. The library will have the results back in sixty days. Mr. Goodwin checked with Schick's Service. They will get the Bookmobile ready for us as soon as the weather breaks. The Byesville lighting project is currently in progress weather permitting.

Under new business Ms. Daniele moved to make February "Food for Fines 01-11 Month" Mrs. Fair seconded and the motion carried.

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Under new business Ms. Daniele moved to make February "Food for Fines 01-11 Month" Mrs. Fair seconded and the motion carried.

There was some discussion concerning the new website. It was suggested that maybe one of the schools or colleges might possibly be interested in undertaking the redesign as a project.

Mrs. Fair moved to approve payment of the bills represented by warrants # 017935 through # 018016 and memos #00024, #00025 and #00026. Ms. Daniele seconded all voted yes and the motion carried.

The next meeting will be held February 2, 2011 at 4:00 p.m. at the Crossroads Branch in the Board Room.

Mrs. Cole moved to adjourn the meeting. Ms. Daniele seconded and the meeting adjourned at 5:15 p.m.

President:

Thomas Cahoon

Secretary:

Lynette Leitch

The Board of Trustees of the Guernsey County District Public Library held its organizational meeting on January 5, 2011, in the Crossroads Branch Library Board Room. Trustees present: Tom Cahoon, Martha Smith, Mary Cole, Shana Fair, and Nancy Daniele.

President Tom Cahoon called the meeting to order at 5:20 p.m.

Mrs. Cole moved to retain the current officers. Ms. Daniele seconded all voted yes and the motion carried. Officers for 2011 are as follows: Tom Cahoon President, Martha Smith Vice President, Lynette Tipton Secretary, Cathy Holt Fiscal Officer and Rich Goodwin Deputy Officer. 02-11

Mrs. Fair moved to approve the 2011 Temporary Appropriation as presented. 03-11

101 GENERAL FUND

1000 Salaries & Benefits

1100 Salaries & Leave Benefits	110,000
1400 Retirement Benefits	15,000
1600 Insurance Benefits	30,000
1900 Other Employee Benefits	2,000

2000 Supplies

2100 General Administrative Supplies	5,000
2200 Property Maintenance Supplies	5,000
2300 Motor Vehicle Supplies & Parts	2,000

3000 Purchased & Contracted Services

3100 Travel & Meeting Expenses	500
3200 Communications/Printing/Publicity	10,000
3300 Property Maintenance, Repair & Security	50,000
3400 Insurance	5,000
3500 Rents/Leases	5,000
3600 Utilities	25,000
3700 Professional Services	5,000
3800 Cataloging	300
3900 Other Contracts & Services	15,000

4000 Library Materials & Information

4100 Books & Pamphlets	55,000
4200 Periodicals	10,000
4300 Audio-Visual	20,000
4500 Computer Services	5,000
4600 Interlibrary Loan Fees	100
4700 Library Material Repair	100
4900 Library Materials - Other	1,000

5000 Capital Outlay

5200 Land Improvements	1,000
5400 Building Improvements	5,000
5500 Furniture & Equipment	4,000

7000 Other Objects

7100 Dues & Memberships	5,000
7200 Assessments	4,000

7500 Refunds & Reimbursements	1,000
TOTAL 101 GENERAL FUND	396,000
401 BUILDING & REPAIR FUND	
5100 Land	5,000
5200 Land Improvements	100,000
5300 Buildings	10,000
5400 Building Improvements	600,000
5500 Furniture & Equipment	115,000
5900 Other	5,000
TOTAL 401 BUILDING & REPAIR FUND	835,000
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	26,000
TOTAL 403 AUTOMATION FUND	26,000
TOTAL ALL FUNDS	1,317,000

Mrs. Smith seconded. All voted "yes" and the motion carried.

Ms. Daniele moved to establish a change fund as follows:

04-11

RESOLVED, that the Board of Trustees authorizes a change fund to be used as follows: \$6.00 in the Finley Room, \$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.

Mrs. Smith Seconded and the motion carried.

Mrs. Cole moved to enter into executive session at 5:35 p.m. to establish compensation for nonbargaining unit employees. Ms. Daniele seconded all voted yes and the motion carried.

05-11

The board returned to regular session at 6:10 p.m.

Ms. Daniele moved to increase the nonbargaining unit part-time employee Dottie Clipner to \$8.00 per hour. Administrative staff will be increased to reflect the following schedule.

06-11

Rich Goodwin	\$62,560.10
Melissa Essex	\$34,999.95
Donna King	\$40,999.92
Cathy Holt	\$29,999.84

Also noted Cathy Holt's hour will be reduced to 32 hours per week.

Mrs. Smith seconded and the motion carried.

Mrs. Cole moved to adjourn. Mr. Cahoon seconded and the motion carried. The meeting adjourned at 6:20 p.m.

President:

Secretary:

Thomas Cahoon

Lynette Tryst

The Board of Trustees of the Guernsey County District Public Library met in regular session on February 2, 2011 in the board room of the Crossroads Branch Library. Trustees present: Tom Cahoon, Martha Smith, Nancy Daniele, Shana Fair and Lynette Tipton.

Mr. Cahoon 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 December 31, 2010	\$426,199.30
Receipts	110,836.80
Expenses	106,065.30
Balance in the General Fund January 31, 2011	\$430,970.80
Balance in the Building Fund December 31, 2010	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund January 31, 2011	\$835,117.90
Balance in the Motor Fund December 31, 2010	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund January 31, 2011	\$61,734.64
Balance in the Automation Fund December 31, 2010	\$ 26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund January 31, 2011	\$26,316.34
Balance all Funds	\$ 1,354,139.68
Balance in checking	\$3,323.97
Change Fund	\$ 100.00
Peoples Interested Business Checking	<u>\$1,350,690.53</u>
TOTAL	\$1,354,139.68

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$10.00 given by Jonathan W. Long, \$20.00 given by Terry Willis, package of 200 heavy duty sheet protectors, donated by Mike Monosky, The Christopher Graham Family, c1994, donated by Herbert and Ruth Graham, Maryland, \$50.00 donated in memory of Helen James, by the "Ladies of the Club Book Club", Orion Telescope and a Celestron Microscope, new from the manufacture, donated by John Kusnir, and six CD's and 2 books, The Ohio Government Digest, donated by the American Legion.

Mrs. Tipton seconded and the motion carried.

Mrs. Smith moved to accept the 2011 Permanent Appropriations as presented. 07-11

101 GENERAL FUND

1000 Salaries & Benefits

1100 Salaries & Leave Benefits	680,000
1400 Retirement Benefits	96,000
1600 Insurance Benefits	275,000
1900 Other Employee Benefits	2,500

2000 Supplies

2100 General Administrative Supplies	25,000
2200 Property Maintenance Supplies	10,000
2300 Motor vehicle Supplies & Parts	1,500

3000 Purchased & Contracted Services

3100 Travel & Meeting Expenses	1,000
3200 Communications/Printing/Publicity	10,000
3300 Property Maintenance, Repair & Security	55,000
3400 Insurance	15,000
3500 Rents/Leases	5,000
3600 Utilities	60,000
3700 Professional Services	15,000
3800 Cataloging	500
3900 Other Contracts & Services	60,000

4000 Library Materials & Information

4100 Books & Pamphlets	130,000
4200 Periodicals	15,000
4300 Audio-Visual	30,000
4500 Computer Services	5,500

4600 Interlibrary Loan Fees	50
4700 Library Material Repair	0
4900 Library Materials - Other	2,000
5000 Capital Outlay	
5200 Land Improvements	0
5400 Building Improvement	100,000
5500 Furniture & Equipment	75,000
7000 Other Objects	
7100 Dues & Memberships	4,000
7200 Assessments	3,650
7500 Refunds & Reimbursements	1,000
8000 Contingencies	
8900 Contingencies	25,600
TOTAL 101 GENERAL FUND	1,703,300
 401 Building & Repair Fund	
5000 Capital Outlay	
5100 Land	5,000
5200 Land Improvements	100,000
5300 Buildings	10,000
5400 Building Improvements	600,000
5500 Furniture & Equipment	115,000
5900 Other	5,000
 TOTAL 401 BUILDING & REPAIR FUND	835,000
 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	26,000
 TOTAL 403 AUTOMATION FUN	26,000
TOTAL ALL FUNDS	2,624,300

Mrs. Tipton seconded all voted yes and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of January was 28,080. Mr. Goodwin informed the board that he is in the process of putting together an "annual report" to share at the next meeting.

The bargaining unit rejected the wage proposals that were mentioned at the last meeting. We will be at contract language this calendar year. Bargaining unit salaries will increase between \$40,000 and \$50,000 this year. These figures do not include the employer contributions to Medicare and OPERS.

The Byesville Branch roof leaked again in January. Flemings determined that it was due to ice buildup and water under the shingles. We are currently sitting on a bid from Flemings for a total roof replacement (\$17,000+).

Mrs. Essex presented the Assistant director's report. The Friends of the Library group is finalizing plans for a celebration of the 150th anniversary of the American civil war. The two day event will be held April 15 & 16 at Crossroads. The Cambridge Writer's Workshop will present the second annual "Writers at the Crossroads" event on March 26th. The Book Discussion Group met on Thursday Jan. 27th to make selections for 2011. They will continue to meet the third Thursday of each month at the Main Branch.

Pending approval from the Jeffersonian, a series of articles about library services and the information will run in the local paper sometime this spring and summer.

Mrs. King reported that January is a planning month for the Children's Dept. However they did hold a "Jammy Jamboree" on January 19th. Ellen Noel, a certified American Sign Language interpreter presented a program on January 25th. Approximately twenty -five people of all ages attended. On January 26th ten students and a teacher from Cambridge Middle School made a visit to the library for assistance on finding resources for completing a science-fair project.

Under unfinished business, concerning the arbitration, Mrs. Tipton moved to rescind the health reimbursement agreement passed June 21, 2010. This agreement should be made null and void effective February 2, 2011. 08-11

Ms. Daniele seconded all voted yes and the motion carried.

Under new business three manuals were distributed to the board for approval at the next meeting. They included: The Personnel/Public Service/and Procedural Manuals.

Ms. Daniele moved to approve payment of the bills represented by warrants #OP5248 through #018074 and memo checks #001 and #002. Mrs. Smith seconded. All voted "yes" and the motion carried.

Ms. Daniele moved to adjourn the meeting. Mrs. Smith seconded and the motion carried. Meeting adjourned at 5:05 p.m.

President:

Thomas Cahoon

Secretary:

Lynette Zup

The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday March 2, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Nancy Daniele, Shana Fair, Martha Smith, Mary Cole, Craig Rich and Lynette Tipton. Library employees present: Rich Goodwin, Melissa Essex, Donna King, and Cathy Holt.

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

Joan Albaugh, team co-captain this year for the library's relay for life team, was present during the public participation. The team is once again seeking the Board's support. Joan also shared some fund raising ideas.

The Board will once again support the efforts of the team.

Mrs. Cole moved that the minutes be approved as mailed. Ms. Daniele seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund January 31, 2011	\$431,136.85
Receipts	126,315.68
Expenses	128,651.01
Balance in the General Fund February 28, 2010	\$428,801.52
Balance in the Building Fund January 31, 2011	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund February 28, 2011	\$835,117.90
Balance in the Motor Fund January 31, 2011	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund February 28, 2011	\$61,734.64
Balance in the Automation Fund January 31, 2011	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund February 28, 2011	\$26,316.34
Balance all Funds	\$1,351,970.40

Balance in checking	\$23,879.36
Change Fund	100.00
Peoples Interest Business Checking	1,327,991.04
TOTAL	\$1,351,970.40

Mrs. Tipton moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$30.00 given by Dan and Lynn Padden in memory of Paul Evancho, \$34.95 given by the Cambridge Amateur Radio Association in support of an annual subscription to CQ Magazine for the library, Bethlehem Methodist Church, Bvesville, Ohio, history of the church building and architecture, by Nathan Malernee, donated by Nathan Malernee, Map of the Salt Fork Basin, April 15, 1958, donated by Shirley Ford, The Way it was: Bicentennial Memories of Ohio Retired Teachers, donated by Shirley Ford, Civil War letters of Union Soldiers from the sons of the Stroup family, donated by Cindy Carlson, St. Louis Missouri, The 26th Ohio Veteran Volunteer Infantry, the Groundhog Regiment, 2010 by Jeffrey A. Hill. (2 copies were donated, 1 for the Finley Room and 1 for Circulation). The following yearbooks (31 total) were donated by Jewett Richardson: Cambridge Junior High - 1963-1964, 1965, 1970, Guernsey-Noble Vocational School - 1974-75, Madison High School 1975, John Glenn High School - 1979, 1981, Meadowbrook High School - 1975, 1978, 1980, 1984, and Cambridge High School - 1980, 1983, 1984, 1985, 1987, 1970, 1971, 1972, 1973, 1974, 1975, (2), 1976, 1977, 1979, 1966, 1968, 1969, (2).

Mrs. Smith seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of February was 24,752. All locations reported a decrease from last year.

Mr. Goodwin offered the 2010 Annual Report containing information that he submits to the State Library each year. He asked that the Board allow him to place a few copies at each location for the public to view. The Board approved.

Mrs. Essex presented the Assistant's Director's report. Employee evaluations have begun. They should be completed and distributed by the end of March.

Mr. Parks from the Jeffersonian has promised space for the library column in the front section of the Sunday edition. He would like a submission each week if possible.

Mr. Kusnir, the patron who donated the telescope and microscope, was very pleased with the Board's acceptance. A picture of the donation was printed in the Sunday Feb. 20th edition of the "Jeff". Since the picture was printed some patrons have expressed an interest in a science project/club.

The Main Branch currently has 5 tutors using space in the downstairs meeting room on Thursday afternoon. In addition, there are misc. professionals who use various areas for interviews, depositions, etc.

The local group, Cambridge Writers, will present the second annual "Writers at the Crossroads" on March 26th, from 11:00 -1:00. Local authors Mary Lu Warstler and J. Paulette Forshey will be present along with several authors from the Zanesville Writers group.

The Children's Department decided to hold monthly story times at both the Main library and the Byesville Branch. It is too early to tell how successful the programs will be. Several people who attended the Stars Wars program last Nov. expressed an interest in forming some type of Stars War Club. The first meeting is scheduled for March 9th at 5:45. Several prizes have already been donated for Summer Reading. They include bus trips from AAA, family passes to Hocking Hills train rides and tickets to Tecumseh outdoor drama. An evening Cowboy Roundup Family Program is being planned for mid-March. And last but not least an Easter Bunny Suit has been ordered for the Department to be used at our Story Time Easter Parties. Purchasing the suit will save the library money, as we have always rented them before.

Under unfinished business Mr. Rich moved to accept the Personnel/Public Service/Procedural Manuals as presented with corrections. All voted yes and the motion carried. 09/11

The new website is still a work in progress Mr. Goodwin shared logo ideas. The Board approved but would like to see more creativity.

Under new business lawn mowing season is fast approaching several bids have already come in for the position. The cut-off date for proposals is set for

March 11, 2011. The Board approved Mr. Goodwin to use his own judgment to secure the best possible applicant for the position at the most reasonable price.

Mr. Rich moved to approve the summary proposal from Bricker & Eckler for management consulting. Mrs. Cole seconded and the motion carried.

10-11

Kinetic Networking is offering a computer support networking service contract on a monthly basis. They are asking the Board to consider their proposal. The board would like additional information.

The OLC Trustee Dinner for Eastern Ohio will be held Thursday April 7th at the Muskingum County Library. Please let Mr. Goodwin know as soon as possible if you are planning to attend.

Mrs. Cole moved to approve payment of the bills represented by warrants # 018075 through # 018141 and memos #0003, and #0004. Ms. Daniele seconded all voted yes and the motion carried.

The next meeting will be held April 6, 2011 at 4:00 p.m. at the Crossroads Branch in the Board Room.

Mrs. Cole moved to adjourn the meeting. Mrs. Smith seconded and the meeting adjourned at 5:37 p.m.

President:

Thomas Cahane

Secretary:

Rynetta Lupton

The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday April 6, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Shana Fair, Martha Smith, and Lynette Tipton. Library employees present: Rich Goodwin, Melissa Essex, Donna King, and Cathy Holt.

Mr. Cahoon called the meeting to order at 4:04 p.m.

There was no public participation.

Mrs. Smith moved that the minutes be approved as mailed. Mrs. Tipton seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund February 28, 2011	\$428,801.52
Receipts	76,980.99
Expenses	118,615.15
Balance in the General Fund March 31, 2010	\$387,167.36
Balance in the Building Fund February 28, 2011	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund March 31, 2011	\$835,117.90
Balance in the Motor Fund February 28, 2011	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund March 31, 2011	\$61,734.64
Balance in the Automation Fund February 28, 2011	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund March 31, 2011	\$26,316.34
Balance all Funds	\$1,310,336.24
Balance in checking	\$2,192.66
Change Fund	100.00

Peoples Interest Business Checking
TOTAL

1,308,021.53
\$1, 310,336.24

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$15.00 given in Memory of Helen James from her book club, \$50.00 given by the Alpha Rho Chapter of the Delta Kappa Gamma Society International, for the purchase of large print books, \$10.00 given by Donald German, Loving in the Dark, an Autobiography by Lois Howard given by Lois Howard, The Informer, Salesville School 1932 given by Hugh Long, Zanesville, Ohio in Memory of Cecil L. Carpenter who was twice awarded the silver star in WWII, copies of the following: 1949 Map of Cambridge, Ohio: 1899 Map of Guernsey County, Ohio: copy of the booklet "The History of the National Highway, 1931"; copy of the booklet "See Ohio First", 1947, donated by Chris O'Donnell, Chicago, Illinois, \$15.00 donated by Linda Bunney, Pagosa Springs, Colorado, Injustice in Perugia, a book detailing the wrongful conviction of Amanda Knox and Raffaele Solleato by Bruce Fisher, given by Tom Mininger, More Flashes From My Mind by Rita Smith given by the author, Under the Veil and Parallel Lines by Laura Moe given by Laura Moe, and several selections by author Linda Regula given by Linda Regula including the following: Twilight Returns to Noah's Mountain, Woodland Palace of Twilight, Cloud Fortress of Twilight, Walk Through Thunder, Beyond the Dark Edge of the Woods, and A Heart Wants what it Wants.

Mrs. Tipton seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of March was 28,320. All locations reported a decrease from last year.

Frame Construction has finished the outdoor lighting project at the Byesville Branch. Mr. Goodwin is currently investigating the possibility of placing hanging basket on the post. Mr. Frame is currently working on a few small repairs at the Crossroads Branch.

The library has accepted the proposal from Bradford's Mowing Service to provide mowing and basic landscaping at all locations.

The Finley room hosted author Jeffrey A. Hill on March 24th. Mr. Hill shared stories from his book *The 26th Ohio Veteran Volunteer Infantry: The Groundhog Regiment*. The event was well attended.

With the release of the 2012-13 state budget on Tuesday March 15th Governor John Kasich proposed a 5% reduction in library funding.

Mrs. Essex presented the Assistant's Director's report. Employee evaluations have been completed and distributed. Each employee should receive a 6-month, informal review in early October of this year.

The second annual "Writers at the Crossroads", held March 26th was well attended. Plans are currently underway to organize next year's program.

The Crossroads Branch recently hosted the adult program "Celebrate Life: Living Life to the Fullest After Transplant". This event was presented by Lifeline of Ohio. This event was also well attended. Kathy Warhola, Lifeline contact for this area, is interested sponsoring a donor family Christmas tree at the Crossroads Branch later this year.

Plans are continuing for the first ever adult summer reading program.

The Children's Department held a Star Wars Club meeting in March, and they are planning to hold another one April 20th. Donna and Mary attended a summer reading workshop at Belmont Tech on March 24th.

The first program for area home schooling families will be held April 14th from 1-3 p.m. registration is currently underway.

Ellen Noel (sign language instructor) will present a program on Wednesday April 13th during story time.

Under unfinished business updates to the Personnel/Public Service/Procedural Manual were distributed.

Mr. Goodwin shared the proposed site architecture for the new website.

Under new business Mrs. Fair moved to investigate the potential sale of property owned by the library on 8th street and a parking lot adjacent to the Byesville Branch. 11-11

Mrs. Smith seconded and the motion carried.

Mrs. Tipton moved to adopt PS 3 Circulation of Library Materials as 12-11 presented.

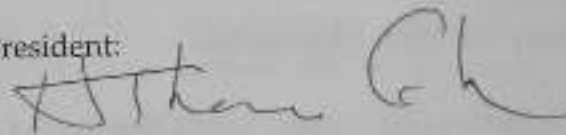
Mrs. Fair seconded all voted yes and the motion carried.

Mrs. Smith moved to approve payment of the bills represented by warrants # 018142 through # 018212 and memos #0005, and #0006. Mrs. Fair seconded all voted yes and the motion carried.

The next meeting will be held May 4, 2011 at 4:00 p.m. at the Crossroads Branch in the Board Room.

Mrs. Smith moved to adjourn the meeting. Mr. Cahoon seconded and the meeting adjourned at 4:58 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library finance committee met in special session May 2, 2011 in the board room of the Crossroads Library. Trustees present Tom Cahoon, Craig Rich, and Shana Fair. Staff members present Rich Goodwin, Melissa Essex and Cathy Holt.

Mr. Goodwin called the meeting to order at 9:05 a.m.

There was no public participation.

Mr. Goodwin provided to the committee handouts showing the difference in the PLF/LLGSF fund from 2001 – 2009. He also shared additional decreases from 2008 to the present. Other information provided included an expense and revenue report from 2006 to present.

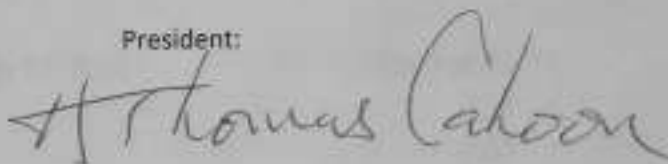
The members discussed the current finances available to the library today in the general fund as well as the building & repair, motor vehicle, and automation funds. There was some discussion as to where funds would come from in the event of an unforeseen emergency, such as a complete overhaul of the computer system or a major repair to one of the buildings.

After reviewing where the Library stands today it was the general consensus of the committee, to recommend to the board, to not seek a levy at this time. However they would like Mr. Goodwin to gather information from other libraries, of similar size, as to where we stand in comparison financially and to compile a list of areas that may need more funds in the future. Mr. Rich would also like Mr. Goodwin to provide the graphs, which were provided to the board in recent years, to better visualize where we are today.

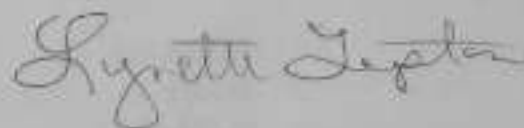
In closing Mr. Goodwin thanked the trustees present for there time and input concerning the possibility of a levy.

The next regular meeting is scheduled for May 4, 2011 at 4:00 p.m. in the board room of the Crossroads Branch

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday May 4, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Martha Smith, Mary Cole, Craig Rich and Nancy Daniele. Library employees present: Rich Goodwin, Melissa Essex, Donna King, and Cathy Holt.

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

There was no public participation.

Mrs. Cole moved that the minutes be approved as mailed. Ms. Daniele seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund March 31, 2011	\$387,167.36
Receipts	98,237.91
Expenses	109,357.47
Balance in the General Fund April 30, 2010	\$376,047.80
Balance in the Building Fund March 31, 2011	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund April 30, 2011	\$835,117.90
Balance in the Motor Fund March 31, 2011	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund April 30, 2011	\$61,734.64
Balance in the Automation Fund March 31, 2011	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund April 30, 2011	\$26,316.34
Balance all Funds	\$1,299,216.68
Balance in Checking	\$13,689.03
Change Fund	100.00
Peoples Interest Business checking	1,285,401.95
TOTAL	\$1,299,216.68

Mrs. Smith moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$6.00 given by Karen Pary, \$5.00 given by Nancy Thies, \$ 25.00 given by Dan & Lynn Padden in memory of Morris Harbin, Mommy's Hair written and illustrated by Phyllis Knight Bachtel given by Phyllis Knight Bachtel, and a donation of 101 books and journals from the estate of Kay Barnhouse Stout. Please refer to the attachment at the close of the minutes.

Mrs. Cole seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of April was 24,352.

April was a quiet month. The Main Library had a spouting that came loose, but was quickly repaired. The Byesville Branch continues to experience leaks. Crossroads Branch also is continuing to have some leak issues.

The Crossroads Branch will once again be hosting Free Comic Book Day on Saturday May 7th.

The meeting room at Crossroads was utilized over 40 times during April.

Mrs. Essex presented the Assistant's Director's report. The Friends of the Library held their first major event April 15th & 16th at Crossroads Branch. Approximately 89 people attended Friday evening's Supper with a Soldier. 36 Children participated in the games and a scavenger hunt on Saturday. Jerry Payn, official State of Ohio Abraham Lincoln impersonator was on hand to present a speech and answer questions from the children, 14 memberships were distributed and \$ 360.00 was raised.

Plans for the Adult Summer Reading Program continue. All Ways 2 Travel has donated 1 free trip on the New York Red Eye for December 2011; Buckeye Tours has donated a free day trip. The State Library of Ohio has contributed three free day passes redeemable at Ohio Caverns. There is also one additional big prize in the works.

The Children's Department held another Star Wars Club Meeting only one patron came. The club idea has been tabled until the next big Star Wars Program.

Ellen Noel presented another success program on signing with babies and children. The program was very well attended. Unfortunately, Ellen will be relocating to Florida.

Crow, the gentleman that hosted "The Free Comic Book Day" donated a box of graphic novels to the library, most of which we will be added to our collection.

We have held two of our grant funded home school programs and both were highly attended and received very favorable evaluations. We will be hosting two more programs in May.

Summer reading plans are well underway. In addition to our regular Wednesday classes, many groups throughout the community will be presenting programs to our young patrons. The program will conclude July 20th with the "Spoonman" entertaining and a picnic to follow at the Cambridge City Park.

Under unfinished business Mr. Goodwin gave a power point presentation on the updated website soon to be completed, possibly before the end of May.

Mr. Goodwin spoke to the board concerning the sale of the 8th street road property and the Byesville property. The board felt it would be fine to pursue a realtor for the 8th street road property. However, they felt more information was needed concerning the Byesville property.

Under new business Mrs. Cole inquired about the money received from the late Martha Moore estate. She would like to know how the money was spent.

Ms. Daniele moved to approve payment of the bills represented by warrants # 018213 through # 018280 and memos #0007, and #0008. Mrs. Smith seconded all voted yes and the motion carried.

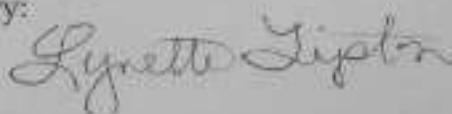
The next meeting will be held June 8, 2011 at 4:00 p.m. at the Crossroads Branch in the Board Room.

Mrs. Cole moved to adjourn the meeting. Mr. Cahoon seconded and the meeting adjourned at 5:05 p.m.

President:



Secretary:



Donations from the Estate of Kay Barnhouse Stout, April 28, 2011

Total donation: 101 books and journals, a thank you e-mail was sent to George Archer and Thomas L. Tribbie for this donation

Belmont County

- 1) Belmont County, Ohio 1850 Census
- 2) Belmont County, Ohio Marriages 1803-1849
- 3) Belmont County, Ohio before 1830
- 4) Tombstone Inscriptions & Family Records of Belmont County, Ohio

Coshocton County

- 1) Anecdotal Journeys into Lost and Forgotten Cemeteries of Coshocton County

Fairfield County

- 1) Guide to Cemetery Locations (with Township Maps), Fairfield County, Ohio

Guernsey County

Notebooks

- 1) Guernsey County, Ohio Records by Fedorchak
- 2) Glimpses of Old Cumberland by May Stranathan, 1942
- 3) Pioneer Land Grants, Pioneer Soldiers, Mt. Zion & Bethel Cemeteries, Guernsey County, Ohio

History/Census Books

- 1) Guernsey County, Ohio, 1850 Federal Population Census
- 2) The Household Guide and Instructor, History of Guernsey County, Ohio
- 3) History of Guernsey County, Ohio by Sarchet
- 4) Sidelines Stories of Guernsey County, Ohio

5) Sixty Years of Guernsey County, Ohio by Rose McAfee

6) Stories of Guernsey County, Ohio by Wolfe
Reprinted by Higginson Book Company

7) The Western Leatherwood Valley, by Lorle Porter

Guernsey County Genealogical Society Publications

1) Death Records Abstracted from the Guernsey County Tax Assessor Books
Mid 1880s-Early 1900s

2) 1904-1921 Coroner's Inquest of Guernsey County, Ohio

3) Index to Probate Records Guernsey County, Ohio Volume I

4) Index to Probate Records Guernsey County, Ohio Volume II

5) Index to Guernsey County Wills and Administrations, 1812-1850

6) Guernsey County Will Book A, 1813-1841

7) Guernsey County Ohio Wills and Estates, 1850-1900 Index

8) 1863 Civil War Draft List Guernsey County, Ohio

9) 1895 Soldiers Return Guernsey County

10) Pioneer Soldiers of Guernsey County by Conner and Goodpaster

11) Churches of Guernsey County Vol. II Pleasant Hill Methodist Protestant Church

12) 1880 Census Index of Guernsey County Ohio

13) Marriage License State of Ohio, Guernsey County Volume A

14) Pioneer Cemetery Inscriptions Guernsey County Ohio

15) Washington Township Guernsey County Ohio by Alice Morton

Miscellaneous Guernsey County items

1) A Listing of Entrymen on Lands in Guernsey County, Ohio by L. Richard Kocher

Monroe County

- 1) Bent, Zig-Zag & Crooked: A Narrow Gauge Railroad

Morgan County

Notebooks

- 1) 1840 Census Morgan County Ohio

Census

- 1) 1820 & 1830 Morgan County Ohio Census
- 2) 1850 Morgan County Ohio Federal Population Census
- 3) 1860 Morgan County Ohio Census
- 4) 1870 Morgan County Ohio Census
- 5) 1880 Morgan County Ohio Census

Morgan County Genealogical and Historical Society Publications

- 1) Wills 1818-1868
- 2) Wills Book 2, Book 3, Book 4, Book 5
- 3) The Quakers of Morgan County, Ohio
- 4) Infirmary Records Morgan County, Ohio 1843-1900
- 5) Genealogical Extracts from Naturalization Records Morgan County, Ohio
- 6) Marriages in Morgan County, Ohio Volume C
- 7) Marriages in Morgan County, Ohio Volume D
- 8) Marriage Book F, Morgan County, Ohio (2 copies)
- 9) Marriage Book G, Morgan County, Ohio
- 10) Marriage Records Morgan County, Ohio Book I
- 11) Cemeteries of Malta Township, Morgan County, Ohio

- 12) Cemeteries of Morgan Township, Morgan County, Ohio
- 13) Cemeteries of Windsor Township, Morgan County, Ohio

Muskingum County

- 1) The Hearing Funeral Home Burials, 1890-1941
- 2) Keck Funeral Home Records, Zanesville, Ohio
- 3) The Sandusky-Muskingum Indian Trail in Southeastern Ohio, 1786-1807

Noble County

- 1) Caldwell High School Class of 1942
- 2) Family Maps of Noble County, Ohio
- 3) Fult Caldwell Diary B
- 4) A Listing of Entrymen on Lands in Noble County, Ohio by L. Richard Kocher
- 5) Will Index of Noble County, Ohio 1851-1900

Stark County

- 1) Index to Death and Marriage Notices in the Ohio Repository of Stark County, Ohio Volume I

Warren County

- 1) Friendly Research, An Introduction to Quaker Genealogical Research
- 2) Anti-Slavery & the Underground Railroad - Taking a Risk for Freedom

Washington County

- 1) Mound Cemetery, Marietta, Ohio
- 2) Oak Grove Cemetery, Marietta, Ohio
- 3) Washington County Underground Railroad

MARYLAND

- 1) Quaker Records of Northern Maryland
- 2) Quaker Records of Baltimore and Harford Counties, Maryland (2 copies)
- 3) Our Quaker Ancestors

PENNSYLVANIA

- 1) Maps Showing the Development of Pennsylvania

WEST VIRGINIA

- 1) Early West Virginia Wills Volume I
- 2) Marshall County West Virginia Marriages 1835-1389
- 3) Ohio County (WV) Index Volume I, Index to County Court Order Books (Part 1) 1777-1881

REFERENCE

- 1) Land & Property Research in the United States by E. Wade Hone

YEARBOOKS

- 1) ATHENA 1929, Ohio University
- 2) ATHENA, 1931, Ohio University

JOURNALS

- 1) Ohio Civil War Genealogy Journal, Fall 1999
- 2) Ohio Civil War Genealogy Journal, Winter 1999
- 3) Ohio Civil War Genealogy Journal, No. 4, 2000
- 4) Ohio Civil War Genealogy Journal, No. 1, 2002

- 5) Ohio Civil War Genealogy Journal, No. 2, 2002
- 6) Ohio Civil War Genealogy Journal, No. 3, 2002
- 7) Ohio Civil War Genealogy Journal, No. 4, 2002
- 8) Ohio Civil War Genealogy Journal, No. 1, 2003
- 9) Ohio Civil War Genealogy Journal, No. 2, 2003
- 10) Ohio Civil War Genealogy Journal, No. 3, 2003
- 11) Ohio Civil War Genealogy Journal, No. 4, 2003
- 12) Ohio Civil War Genealogy Journal, No. 1, 2004
- 13) Ohio Civil War Genealogy Journal, No. 2, 2004
- 14) Ohio Civil War Genealogy Journal, No. 3, 2004
- 15) Ohio Civil War Genealogy Journal, No. 4, 2004
- 16) Ohio Civil War Genealogy Journal, No. 1, 2005
- 17) Ohio Civil War Genealogy Journal, No. 2, 2005
- 18) Ohio Civil War Genealogy Journal, No. 3, 2005
- 19) Ohio Civil War Genealogy Journal, No. 4, 2005
- 20) Ohio Civil War Genealogy Journal, No. 1, 2006

Quote from Capt. John Calvin Hartzell, 105th OVI, in his memoirs written in 1896-97:

"Now I ask you to take any opportunity that falls in your way to visit our National Cemeteries. There you will realize a little of the truth of the story I have been trying to tell you, and as you walk along their avenues and see the little, white stone markers, think that for each of these the swift lightning carried to some loyal heart in the far away North. Under these stones lie the boys of '61-65', the boys of the little red schoolhouse, the boys who left home, 'The orchard, the meadow, the deep tangled wildwood and every loved spot that their infancy knew,' to do and die: and then you must highly resolve that their lives shall not have been given in vain.

These cities of the dead are peopled with the lads who are deserving the crowns of laurel wrought with crimson berries, and these cities, with an undivided country, rich and vast beyond comprehension, are the treasures we leave in your safe keeping."

The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday June 8, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Nancy Daniele, Shana Fair, Craig Rich and Lynette Tipton. Library employees present: Rich Goodwin, Melissa Essex, and Cathy Holt.

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

There was no public participation.

Mrs. Daniele moved that the minutes be approved with a correction to be made, concerning the payment of the bills. Mrs. Fair seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund April 30, 2011	\$376,047.06
Receipts	155,380.32
Expenses	116,039.74
Balance in the General Fund May 31, 2010	\$415,387.64
Balance in the Building Fund April 30, 2011	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund May 31, 2011	\$835,117.90
Balance in the Motor Fund April 30, 2011	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund May 31, 2011	\$61,734.64
Balance in the Automation Fund April 30, 2011	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund May 31, 2011	\$26,316.34
Balance all Funds	\$1,338,556.52
Balance in Checking	\$63,620.66
Change Fund	100.00
Peoples Interest Business checking	1,274,835.86
TOTAL	\$1,338,556.52

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$20.00 given by a couple from California, 2 additional books from the Estate of Kay Barnhouse Stout, Noble County, Brookfield Township Cemeteries, Cemetery Inscriptions Buffalo Township, McPherson and Pfalzgraf, Building of an American Heritage by William Morgan Brown, P.E. c2010 donated by the author William M. Brown of Parkersburg WV., church bulletin for Harmony Christian Church Sesquicentennial Jubilee 1983, donated by Jean Engelhard, the following yearbooks were donated by Glenn Tedrick and his sister Barb Mills, Old Washington Cardinal -1936,1937, & 1941, Madison High School- 1966,1967,1968,1969,1970,1971,1972,1973,1974, & 1976, Pioneer Land Grants of Guernsey County,1964 by Margaret Conner & Nola Eynon, Pioneer Marriages of Guernsey County,1964 by Margaret Conner & Nola Eynon, donated by the Westerville Public Library, and a wheel chair was donated to the Crossroads Branch by the Society for Equal Access.

Mr. Rich seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of May was 23,321.

The library's health insurance is up for renewal on July 1st. Under the current plan the cost would increase by 14+%. There are some other options available from the broker that will be discussed with the Bargaining Unit.

The Main Library is in need of some minor masonry/concrete work. A retaining wall needs attention as well as a metal strip on the front steps.

The Byesville branch has a new leak in the meeting space as well as an air conditioning unit that was leaking. The a/c unit has already been adjusted.

The Crossroads branch has no new leaks. Ron Van Wey remains in contact with us as well as with Bi-Con.

Due to a Children's Dept. employee taking FMLA during June and July Cathy Holt and Michelle Devore will be assisting with the programs this year. They both have worked in the Children's Dept.

Mrs. Essex presented the Assistants Director's report. The first adult summer reading program will be held on June 9th. The program will be held at the Byesville Branch. The topic is scrapbook ideas for beginners. As of June 7th 29 patrons have registered for the adult program. Staff members at the Main Branch have expressed interest in helping to plan next year's program.

The Children's Department reported that "Free Comic Book Day", held on Saturday May 7th was a big success. The event brought in some new people to the library.

The final two LSTA grant-funded home schooling programs were held in May. Marcia Schonberg presented a wonderful program about her travels around Ohio on May 6th. On May 19th the group enjoyed a guided tour of The John Glenn Museum in New Concord. There are still some funds left, so a program is in the planning stages for August.

Under unfinished business Mr. Goodwin informed the board that the new website is very close to being finished.

Attorney Dave DeSelem is in the process of researching the Byesville property before a decision can be made on how to possibly handle the sale of that property.

Under new business a representative from Frank Gates, the company that takes care of our Workers Compensation claims, informed us that due to our recent claim we will not receive the group rating for 2012. They are still willing to take care of our account but we will see an increase in the yearly premium.

The Ohio Dept. of Commerce - Division of Liquor Control is requesting that the Board of Trustees be given a chance to choose their position on the recent application by the Courtside Deli to change their current liquor license.

Mr. Rich moved that the Board select option 2 on the request for the Liquor License for The Courtside Deli. Mrs. Tipton seconded and the motion carried.

13-11

Mr. Cahoon informed the Board that long time board member Mary Cole has resigned from the Board effective May 20, 2011.

The Board would like to host a tea to honor Mary for her many years of service. Ms. Daniele and Mrs. Tipton volunteered to work on the event.

Ms. Daniele moved to approve payment of the bills represented by warrants # 018281 through # 018347 and memos #0009, and #0010. Mr. Rich seconded, all voted yes and the motion carried.

The next meeting will be held July 6, 2011 at 4:00 p.m. at the Crossroads Branch in the Board Room.

Mr. Rich moved to adjourn the meeting. Ms. Daniele seconded and the meeting adjourned at 5:55 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday July 6, 2011 in the Board Room of the Crossroads Library. Trustees present: Martha Smith, Nancy Daniele, Shana Fair, Craig Rich and Scott Woods. Library employees present: Rich Goodwin, Melissa Essex, Donna King, and Cathy Holt.

Mrs. Smith Vice President called the meeting to order at 4:00 p.m.

Vice President Mrs. Smith swore in new board member Scott Woods and welcomed him to the group.

There was no public participation.

Terry Rataiczak gave a presentation on several services that his company can offer to upgrade our internet and phone system as well as our entire computer system. The first proposal was for FatLink, a premier special circuit provider and internet service provider. This service would offer a secure internet connection at a much faster speed. The installation fee would be \$1,750.00 and the cost per site would be \$195.00 more than we are currently paying. The second proposal was for a managed service agreement with Kinetic Networking with two options of service to choose from. Mr. Rataiczak also presented to the board a product known as Cymphonix, a filtering system, at a cost of \$7,570.00. In addition two proposals were presented, one to upgrade the current phone system at a cost of \$9,765.00, and the other to upgrade the computer system at a cost of \$105,374.00. A proposal to purchase 60 new 22" monitors at a cost of \$11,700.00 was also presented. Mr. Rataiczak then concluded his presentation by answering questions from the board.

Mrs. Smith thanked Mr. Rataiczak for his time and for sharing all that his company has to offer.

Mrs. Fair moved that the minutes be approved as mailed. Ms. Daniele seconded. All voted yes and the motion carried.

Mrs. Holt gave the Treasurer's Report.
Balance in the General Fund May 31, 2011
Receipts
Expenses

\$415,387.64
111,396.64
138,673.28

Balance in the General Fund June 30, 2010	\$388,111.00
Balance in the Building Fund May 31, 2011	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund June 30, 2011	\$835,117.90
Balance in the Motor Fund May 31, 2011	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund June 30, 2011	\$61,734.64
Balance in the Automation Fund May 31, 2011	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund June 30, 2011	\$26,316.34
Balance all Funds	\$1,311,279.88
Balance in Checking	\$33,986.45
Change Fund	100.00
Peoples Interest Business checking	1,277,193.43
TOTAL	\$1,311,279.88

Mr. Rich moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: cemetery books Cemetery Inscriptions, Seneca Township Noble County, Ohio, Enoch Township, Cemetery Inscriptions, Noble County, Ohio, Elk Township Cemetery Inscriptions, Noble County, Ohio and Jefferson Township cemetery Inscriptions, Noble County, Oh, all donated by George Archer from McLean Virginia.

Mrs. Fair seconded and the motion carried.

Depository agreements were sent to local financial institutions in May. Peoples Bank and US Bank responded back.

Currently we are with Peoples Bank receiving 2.25% on all funds. Due to changes in the banking industry the rate on invested money has been decreased to .25% at Peoples Bank and .23% at Us Bank.

Mrs. Fair moved to accept both proposals with active funds remaining at Peoples Bank and Inactive Funds at US Bank.

14-11

Ms. Daniele seconded all voted yes and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of June was 27,248. This total reflects an increase of approx. 4,000 items over May.

The library's health insurance plan was renewed on July 1st. This plan increases the premiums 14.39% or approx. \$37,000 yearly.

Warne Construction has been contacted concerning the repair of the front steps at the Main Library.

The Byesville Branch suffered some sort of surge through the data cables attached to each computer. The results were two weeks of rebuilding computers that were on hand. During this time Byesville experienced some interruption in internet service. An insurance claim may be pending after final determination is made as to what parts were damaged.

We have received notice from STRS of a retiree who designated the Guernsey County Library as a beneficiary. The Library is set to receive approx. \$3,000. Required paperwork has been submitted.

Mr. Goodwin gave the Budget Comparison report.

Mrs. Essex presented the Asst. Director's report. The first adult summer reading program has come to a close. There were 42 registered participants. 28 of those submitted a total of 127 book reviews. A wrap-up party was held on June 30th with a discussion of what the participants liked and disliked about the program. All in attendance requested more evening events and extended hours at all locations. Several patrons requested that we host a Winter Reading Program.

Mrs. King from the Children's Dept. gave an update on the Summer Reading Program. There are 135 children registered and attending weekly. In addition all special programs are going strong and have all been well attended. More programs continue throughout July. The Spoon Man will perform at the Cambridge City Park on July 20th and a Scholastic Book Fair is scheduled for July 25th -27th.

Under unfinished business Mr. Goodwin reported that we still have just one proposal from Fleming for the Byesville roof repair. We are waiting on one from Frame Construction.

Attorney Dave DeSelem has not gotten back with Mr. Goodwin concerning the 8th St. Road and Byesville Properties.

Under new business Mrs. Fair moved to accept the FatLink proposal, 15-11 presented by Mr. Rataiczak, for 60 months, pending the results of a test to prove it will work for all locations.

Mr. Rich seconded all voted yes and the motion carried.

Mrs. Fair moved to accept Kinetic Networking Managed Service Agreement 16-11 Option A.

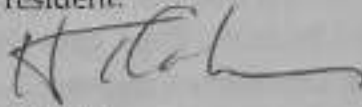
Mr. Rich seconded all voted yes and the motion carried.

Ms. Daniele moved to approve payment of the bills represented by warrants #018348 through #018408 and memos #0011, and #0012. Mr. Woods seconded all voted yes and the motion carried.

The next meeting will be held August 3, 2011 at 4:00 p.m. at the Crossroads Branch in the Board Room.

Ms. Daniele moved to adjourn the meeting. Mr. Woods seconded and the meeting adjourned.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday August 3, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Martha Smith, Nancy Daniele, Shana Fair, Scott Woods and Lynette Tipton. Library employees present: Rich Goodwin, Melissa Essex, and Cathy Holt.

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

There was no public participation.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund June 30, 2011	\$388,001.17
Receipts	130,219.86
Expenses	118,811.75
Balance in the General Fund July 31, 2011	\$399,409.28
Balance in the Building Fund June 30, 2011	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund July 31, 2011	\$835,117.90
Balance in the Motor Fund June 30, 2011	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund July 31, 2011	\$61,734.64
Balance in the Automation Fund June 30, 2011	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund July 31, 2011	\$26,316.34
Balance all Funds	\$1,322,578.16
Balance in Checking	\$42,844.07
Change Fund	100.00
Peoples Interest Business checking	\$1,279,634.09
TOTAL	\$1,322,578.16

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$20.00 given by Kathy Carey, Our Arnold Heritage, Volume 2, by Robert Jay Arnold, Martin Thomen by Harold O. Thoman given by Robert Jay Arnold, The Family of Janet Darlene Morrow & George Thomas Matthews, given by Christina O'Donnell, A Call to Duty, The Life and Times of Leslie E. Gehres, by William J. Stewart, donated by Jerry Thompson, 3 wooden stamps and sketches of Will Dwiggins drawings given by Jim Moss to the Finley Room.

Mrs. Tipton seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of June was 25,247.

The summer months have not been kind to our library buildings. The Main library has had several repairs done to correct AC issues. The Crossroads branch is in need of minor roofing repairs caused by recent storms. Fleming /Hartley has been contacted to correct the problems. Ables Electric has been contacted to repair a leaking boiler also at Crossroads. Davis Architectural Group has been contacted concerning the leaks. A meeting to discuss this matter with the architect and the general contractor was postponed. Mr. Goodwin will be rescheduling a date suitable for all parties.

Jack Warne Construction has been contacted concerning the front steps at the Main Library. Mr. Warne has given us an estimate of \$550 to fix the steps.

The staff is currently still dressing down on Fridays. In the past they have paid \$1.00 per week to do so. The money went into the Library's Relay for Life Team fund. However, the team is no longer an organized effort. The staff would still like to dress down on Fridays. The Board advised that the staff should take a vote to decide what cause the money would best serve in the future.

Mr. Goodwin gave the Budget Comparison report.

Mrs. Essex presented the Asst. Director's report. The SEO mobile computer lab began classes on Aug. 3, 2011 at the Crossroads Branch. Seven classes are being offered. Each session has space for 9 students and the

instructor, is Shana Fair. All of the classes are currently full. Several patrons have asked for more subjects, sessions etc. It has been very well received. It is scheduled to come back to Crossroads Feb. 14-21, 2012 and Aug. 7-14, 2012.

A new book discussion group has been formed. The first session is scheduled for Sept. 20th at 6:30 p.m. at Crossroads. The first discussion will focus on Remarkable Creatures by Tracy Chevalier.

Several patrons have stopped in the Main Branch to express condolences on the passing of Debby Wardeska. Monetary donations are being made in her memory. Patron Connie Humphrey donated a new U.S. flag to the Main Branch in memory of Debby. Every patron has expressed that Debby was friendly and always offered assistance, if needed.

Due to the absence of Mrs. King, Mrs. Holt gave a brief update on the Summer Reading Program, which recently concluded for the summer. Simply put it was a great summer program. All programs were well attended. The final program held at the Cambridge City Park, with The Spoonman was very entertaining, and everyone seemed to have a great time.

Under unfinished business Mrs. Tipton moved to accept the proposal from R.A. Frame to replace the Byesville Branch roof, contingent on the work being done by Nov. 1, 2011. 17-11

Ms. Daniele seconded all voted yes and the motion carried.

We will need to have two deeds for the Byesville property, in order to make the parking lot available for sale.

We are still working with Kinetic Networking to resolve problems that are arising with the internet update connection.

Under new business Mrs. Fair moved to accept the proposal from Library Design to convert Melissa's office at the Main Library into the cargo processing area at that location. 18-11

Mrs. Smith seconded all voted yes and the motion carried.

Mrs. Fair moved to adopt the winter schedule as stated by Rich. The scheduled would be the same as last year. The Crossroads Branch will have 19-11

Saturday hours from 10:00 a.m. to 2:00 p.m. A rotating schedule, which will include staff from all branches, will be used to cover the hours.

Ms. Daniele seconded all voted yes and the motion carried.

Mrs. Tipton made the motion to move into executive session at 4:55p.m. , to discuss personnel issues.

20-11

Ms. Daniele moved to return to regular session at 5:10 p.m.

21-11

Mr. Woods seconded and the board returned to regular session.

Ms. Daniele moved that Mrs. Essex titled be changed to Assistant Director, with a salary increase of \$5,000 annually, to be prorated for the remainder of 2011.

22-11

Mrs. Tipton seconded all voted yes and the motion carried.

Mr. Woods moved to approve payment of the bills represented by warrants #018409 through #018463 and memos #0013, #0014, and #0015. Ms. Daniele seconded all voted yes and the motion carried.

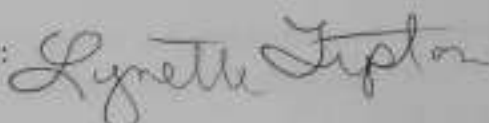
The next meeting will be held September 7, 2011 at 4:00 p.m. at the Crossroads Branch in the Board Room.

Mrs. Smith moved to adjourn the meeting. Ms. Daniele 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, Wednesday September 7, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Martha Smith, Shana Fair, Craig Rich and Lynette Tipton. Library employees present: Rich Goodwin, Melissa Essex, Donna King and Cathy Holt.

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

There was no public participation.

Mrs. Smith moved to approve the minutes as mailed. Mrs. Fair seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund July 31, 2011	\$399,723.07
Receipts	85,514.69
Expenses	113,547.37
Balance in the General Fund Aug. 31, 2011	\$371,690.39
Balance in the Building Fund July 31, 2011	\$835,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund Aug 31, 2011	\$835,117.90
Balance in the Motor Fund July 31, 2011	\$61,734.64
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund Aug. 31, 2011	\$61,734.64
Balance in the Automation Fund July 31, 2011	\$26,316.34
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund Aug 31, 2011	\$26,316.34
Balance all Funds	\$1,294,859.27
Balance in Checking	\$14,201.39
Change Fund	100.00
Peoples Interest Business checking	\$1,280,557.88
Total	\$1,294,859.27

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$20.00 given by Therapeutic Value Group of Narcotics Anonymous, Lacy Knits 20 Delicate Projects in Soft Luxurious Mohair Yarns by Alison Crowther-Smith, given by the Guernsey County Retired Teachers Assoc. in memory of Martha Jean Daughtery, \$3,000.00 given by The State Teachers Retirement Systems of Ohio, given from the death benefit account of the late Lilliann Buker, 1930 CAMJUAN - Cambridge High School Yearbook, given by Mary Jane Downerd, three, 3-ring notebooks, given by Ron Smith, Autobiography of Addison Taylor Smith, given by Robert Arnold, and \$565.00 given by various patrons in memory of Debby Wardeska.

Mrs. Tipton seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of August was 26,410.

A quick update was provided concerning the building issues that were brought to the board's attention at the last meeting. The Main Library has received an estimate from Ables to replace the HVAC system in the staff lounge. The system will supply AC as well as heat. The price quoted to replace the unit is \$4,749.00

The Boiler at Crossroads has been repaired. The water supply had been shut off, possibly by the folks inspecting the sprinkler system.

Ron VanWey along with staff from Bi-Con and Fleming/Hartley met at Crossroads. The purpose of the meeting was to identify and come up with a plan to correct the on-going roofing problems. A plan is currently taking place. Whatever repairs or corrections are needed will be at no cost to the library.

Jack Warne Construction has repaired the "nosing" and "back wall" at the Main library. This was done for the estimate of \$550.00.

Mr. Goodwin gave the Budget Comparison report.

Mrs. Essex presented the Asst. Director's report. As requested by the Board, a survey was distributed to Library employees to determine how the "Dress Down Friday" funds should be utilized. There were 15 responses returned and the majority voted to use the funds for Summer Reading Programs (adult & children). However, after the last board meeting, there seems to be some discrepancies concerning the original purpose of the "Dress Down Friday" fund. It appears that some of the staff would like to continue to have a Relay for Life Team. The Board is fine with the funds being split. Two cans will be placed at each location so that employees may choose where to deposit their money.

The newspaper column has received a positive response from the public. The original intent was to run 10 articles. However, 26 articles have now been published. Mrs. Essex is open to suggestions for future articles. The column is weekly and her imagination is running short of ideas.

Mrs. King reported that August is a slow month for programming in her department. However, it is a very busy month as they plan programs and activities for the fall session. The fall session begins September 19th.

Under unfinished business Frame Construction has ordered the supplies to replace the roof at the Byesville Branch. Work is expected to begin as soon as the supplies arrive and the weather permits.

Mr. Goodwin is waiting to hear from Spilker Surveying concerning the 8th Street Road and Byesville Properties.

Terry Rataiczak, from Kinetic Networking, presented a computer equipment upgrade proposal to the Board.

22 Mr. Rich moved the approval of the Director to pay up to \$130,000.00, for computer hardware equipment, to include a new phone system, client/server virtualization project. 23-11

Mrs. Fair seconded the motion, all voted yes, and the motion carried.

23 Mrs. Fair moved to approve the fiber lines to provide internet service between the Main Library and the Crossroads Branch. 24-11

Mr. Rich seconded the motion, all voted yes, and the motion carried.

Mr. Rich moved to close the Motor Vehicle Equipment fund and transfer all funds into the Automation fund, with an additional \$50,000.00 transferred from the Building and Repair fund into the Automation Fund.

25-11

Mrs. Smith seconded the motion, all voted yes, and the motion carried.

Under new business Mrs. Smith moved to accept hiring Casey Burdette as a full time employee at the Main branch.

26-11

Mrs. Fair seconded, all voted yes, and the motion carried.

Mr. Rich moved to not accept the donation from the Degenhart Museum.

27-11

Mrs. Fair seconded, all voted yes, and the motion carried.

Mrs. Smith agreed to serve on the Board for another term.

Mrs. Tipton moved to accept the holiday switch requested by the bargaining unit. Employees will work Columbus Day in exchange for the day after Thanksgiving as a paid holiday.

28-11

Mr. Rich seconded the motion, all voted yes, and the motion carried.

Mr. Rich moved to approve payment of the bills represented by warrants #018464 through #018525 and memos #0016 and #0017. Mrs. Tipton seconded, all voted yes, and the motion carried.


The next meeting will be held October 5, 2011 at 4:00 p.m. at the Byesville Branch in the Meeting Room.

Mrs. Smith moved to adjourn the meeting. Mr. Rich seconded and the meeting adjourned at 5:50 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday October 5, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Martha Smith, Shana Fair, Craig Rich and Lynette Tipton. Library employees present: Rich Goodwin, Melissa Essex, and Cathy Holt.

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

There was no public participation.

Mrs. Smith moved to approve the minutes as mailed. Mrs. Fair seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund Aug 31, 2011	\$371,690.40
Receipts	85,359.15
Expenses	95,407.63
Balance in the General Fund Sept 30, 2011	\$359,641.92
Balance in the Building Fund Aug 31, 2011	\$835,117.90
Receipts	0.00
Expenses	50,000.00
Balance in the Building Fund Sept. 30, 2011	\$785,117.90
Balance in the Motor Fund Aug 31, 2011	\$61,734.64
Receipts	0.00
Expenses	61,734.64
Balance in the Motor Fund Sept. 30, 2011	0.00
Balance in the Automation Fund Aug 31, 2011	\$26,316.34
Receipts	111,734.64
Expenses	60,582.50
Balance in the Automation Fund Aug 31, 2011	\$77,468.48
Balance all Funds	\$1,222,228.30
Balance in Checking	\$14,010.74
Change Fund	100.00
Peoples Interest Business checking	\$1,280,117.56
Total	\$1,222,228.30

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$25.00 given by Jason Matheny of Identifax Research Services, Southeastern Ohio and the Muskingum Valley, Volumes 1-11 given by John Andrews, Phillips Family History, and The Bradford Family History, donated by Doris Baker, and \$84.32 given by the Cambridge Writers Workshop for children's reading programs.

Ms. Daniele seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of September was 24,037.

Mr. Goodwin gave a quick update as to where we are with repairs to the various locations. Peterman's out of Dover will be at Main to give an estimate on the AC/Heating unit that needs replaced. Two of the three companies that were contacted for window replacement at Main have given estimates, still waiting on the third.

Frame & Sons will hopefully start the roof replacement at Byesville very soon.

Mr. Goodwin gave the Budget Comparison report.

Mrs. Essex presented the Asst. Director's report. A new book discussion group was held at the Crossroads Branch on Sept. 20th. Eight patrons attended and a list of titles was compiled for Oct. 2011 - May 2012. The group will meet on the third Tuesday of each month at 6:30 p.m.

October is the month for all bargaining unit employee's 6-month evaluation reviews.

There have been a few requests for an Adult Winter Reading Program. It needs to be determined if there is enough public interest in this type of programming to proceed.

Mrs. Holt gave a brief summary of the latest happening in the children's department, due to the absence of Mrs. King. Story time began on September 19th classes are full, yet there is still room for late registrants.

Two big family events will be held this fall. The annual Fall Festival will be held on October 18th. November 15th is the date set aside for what could be an annual event, The Star Wars Program. Last year this event was very well attended. This program is still in the planning stages, with hopefully some special guests appearing.

The final narrative report for our "Choose to Read Ohio" federal grant has been submitted. Every step has been very intense and time consuming, but we would do it again. We learned a lot and served a new group, our home schooling community.

Under unfinished business Frame Construction has informed Mr. Goodwin that all supplies for the roof replacement at the Byesville Branch have arrived. The project is expected to begin very soon.

Ms. Daniele moved that Mr. Goodwin contact Evelyn Spring to make an offer on purchasing the parking lot near the Byesville Branch. Mr. Rich seconded the motion. All voted yes and the motion carried. 29-11

The board advised Mr. Goodwin to contact a local realtor about listing the 8th St. Road property.

The computer upgrade with Kinetic Networking is expected to begin in early November. We are currently receiving the materials necessary to make this project a reality. The first payment has been made to Kinetic and the final supply payment will be made before the end of October.

Under new business the board agreed that due to the medical leave of staff member Linda Kostelnik, it may be necessary to hire possibly two part-time workers. The hiring would ease the stress of the other branches sending people to cover that location. The board advised Mr. Goodwin that these positions may only be temporary. 30-11

The board decided to table The Memorandum of Understanding presented by OAPSE #26 at this time.

Mr. Goodwin shared with the board several e-mails that he as received over the past several months from a concerned patron. The board advised that the concerns were issues that should be addressed by Mr. Goodwin and did not require board action.

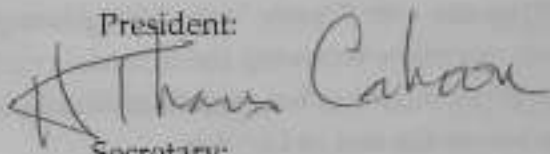
The board would like to honor long time former board member Mary K. Cole, by hosting a luncheon in her honor at Theo's on October 22, 2011 at noon. To further honor her 43 years of service, the large meeting room at the Crossroads Branch will now be known as "The Mary K. Cole Meeting Room." A dedication will be held at a later date.

Mrs. Fair moved to approve payment of the bills represented by warrants #018526 through #018584 and memos #0018 and #0019. Ms. Daniele seconded, all voted yes, and the motion carried.

The next meeting will be held November 2, 2011 at 4:00 p.m. at the Crossroads Branch in the Board Room.

Ms. Daniele moved to adjourn the meeting. Mrs. Smith 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, Wednesday November 2, 2011 in the Board Room of the Crossroads Library. Trustees present: Tom Cahoon, Martha Smith, Shana Fair, Scott Woods, Nancy Daniele and Lynette Tipton. Library employees present: Rich Goodwin, Melissa Essex, Donna King and Cathy Holt.

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

There was no public participation.

Mrs. Smith moved to approve the minutes as mailed. Ms. Daniele seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund Sept 30, 2011	\$359,641.72
Receipts	99,106.96
Expenses	121,258.43
Balance in the General Fund Oct 31, 2011	\$337,490.25
Balance in the Building Fund Sept. 30, 2011	\$785,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund Oct. 31, 2011	\$785,117.90
Balance in the Motor Fund Sept. 30, 2011	0.00
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund Oct. 31,, 2011	0.00
Balance in the Automation Fund Sept 30, 2011	\$77,468.48
Receipts	
Expenses	60,582.50
Balance in the Automation Fund Oct 31, 2011	\$ 16,885.98
Balance all Funds	\$1,139,494.13
Balance in Checking	\$ 3,708.28
Change Fund	100.00
Peoples Interest Business checking	\$1,135,685.85
Total	\$1,139,494.13

Mrs. Holt requested that a transfer of funds be made from the building improvement fund at Crossroads, and a portion be placed in each of the three security accounts. In addition she would like to transfer funds from the motor vehicle supply account and place those funds into the motor vehicle maintenance account. The total amount of the transfers requested \$5,000.00. 31-11

Mrs. Fair moved to proceed with the transfers. Mr. Woods seconded and the motion carried.

Mrs. Tipton moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$50.00 given by Gary Patterson and family, in memory of Debby Wardeska, Scrapbook of the 1998 Flood, given by Carol Skeen, A History of the United Presbyterian Church (DVD), and The Cambridge City Band (DVD) given by the family of Debby Wardeska.

Ms. Daniele seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of October was 23,138.

Mr. Goodwin brought to the board's attention the pay no fine coupons. The board suggested that each branch keep a log for the month of November as to how many items are returned using the coupons.

Mr. Goodwin gave the Budget Comparison report.

Mrs. Essex presented the Asst. Director's report. She shared with the board the success of the book sale held in Oct. by the friends group. The group made over \$1800.00 dollars. Some of the leftover books were donated to local charitable organizations.

Mrs. King presented a brief summary of the most current events in the children's department

Under unfinished business the roof at the Byesville Branch is finished and looks very nice.

31 Mrs. Tipton moved to send a letter to Evelyn Spring concerning the sale of the Byesville parking lot. The purchase price was set at \$3,000.00 plus the cost of the sale. Mr. Woods seconded the motion. Mrs. Fair opposed the motion. However the motion did carry. 32-11

The board suggested that Mr. Goodwin contact a realtor concerning the 8^m Street Road property.

Mrs. Tipton moved to reject The Memorandum of Understanding proposed by OAPSE # 26. Mr. Woods seconded the motion. All voted yes and the motion carried. 33-11

Mrs. Smith moved to accept the proposal from Ables to replace the HVAC unit at the Main Library. Ms. Daniele seconded the motion all voted yes, and the motion carried. 34-11

Under new business Mrs. Tipton moved to accept the 2012 Holiday schedule as presented. Ms. Daniele seconded the motion all voted yes, and the motion carried. 35-11

Mr. Woods moved to accept the snow removal contract with Tom Lehotay. Ms. Daniele seconded the motion all voted yes and the motion carried. 36-11

Mrs. Tipton moved to accept the proposal from Boyd Custom Homes for the purchase and installation of the windows at the Main Library. Ms. Daniele seconded the motion, and the motion carried. 37-11

The board selected a sign design for the meeting room, to be named in honor of Mary K. Cole, former board member.

Ms. Daniele moved to sell the PC units, which are being replaced by the new models in the near future for \$150.00 per unit. Mrs. Smith seconded the motion, all voted yes. The board would like Mr. Goodwin to check with Mr. Rataiczak to make sure that would be a fair price before advertising. 38-11

Ms. Daniele moved to approve payment of the bills represented by warrants #018585 through #018645 and memos #0020 and #0021 as well as online credit card payments to Peoples Visa. Mr. Woods seconded, all voted yes, and the motion carried.

The next meeting will be held December 7, 2011 at 4:00 p.m. at the Main Library in the meeting room.

Mrs. Tipton moved to adjourn the meeting. Ms. Daniele seconded and the meeting adjourned at 5:40 p.m.

President:



Secretary:



The Board of Trustees of the Guernsey County District Public Library met in regular session on, Wednesday December 7, 2011 in the Meeting Room of the Main Library. Trustees present: Tom Cahoon, Martha Smith, Shana Fair, Scott Woods, and Lynette Tipton. Library employees present: Rich Goodwin, Melissa Essex, and Cathy Holt.

Mr. Cahoon President called the meeting to order at 4:04 p.m.

There was no public participation.

Mrs. Smith moved to approve the minutes as mailed. Mrs. Fair seconded and the motion carried.

Mrs. Holt gave the Treasurer's Report.

Balance in the General Fund Oct. 31, 2011	\$337,490.25
Receipts	92,101.21
Expenses	162,091.65
Balance in the General Fund Nov 30, 2011	\$267,499.81
Balance in the Building Fund Oct. 31, 2011	\$785,117.90
Receipts	0.00
Expenses	0.00
Balance in the Building Fund Nov. 30, 2011	\$785,117.90
Balance in the Motor Fund Oct 31, 2011	0.00
Receipts	0.00
Expenses	0.00
Balance in the Motor Fund Nov. 30, 2011	0.00
Balance in the Automation Fund Oct 31, 2011	\$16,885.98
Receipts	0.00
Expenses	0.00
Balance in the Automation Fund Nov 30, 2011	\$ 16,885.98
Balance all Funds	\$1,069,503.69
Balance in Checking	\$ 1,080.88
Change Fund	100.00
Peoples Interest Business checking	\$1,068,322.81
Total	\$1,069,503.69

Mrs. Holt requested that a transfer of funds be made from the building improvement fund at Byesville, in the amount of \$15,000.00 and placed in the building repairs fund at Byesville.

Mrs. Fair moved to proceed with the transfers. Mr. Woods seconded and the motion carried.

Mrs. Fair moved to accept the following resolutions:

RESOLVED, that the Board of Trustees accept the following gifts: \$200.00 given by Barbara Yanico for the Finley Room, Gates to Glory, an illustrated History of the U.S. Naval Training Center, Great Lakes Illinois, given by Jerry Thompson, \$50.00 given by The Guernsey County Bar Association in memory of Paul Riley, \$50.00 cash donation given in memory of Paul Riley of Noble County by an anonymous patron, \$100.00 given by Richard & Ryllis Ellis in memory of Debby Wardeska.

Mr. Woods seconded and the motion carried.

Mr. Goodwin presented the Director's report. Circulation for the month of November was 23,276.

The roof replacement at Byesville has been completed as well as the installation of the new windows at Main.

Installation of the new computer system has begun. Servers, switches and filters are currently being installed. Installation for the staff and public should begin the week of Dec. 19th at the Main and Byesville locations. Crossroads will be delayed until the fiber line is completely installed. It was necessary to upgrade some of the electrical outlets at Main to accommodate the new equipment. We will need to purchase several new receipt printers as the new equipment will only accommodate USB equipment in addition to new software (i.e., upgrade to Microsoft and virus protection). The library has been awarded a grant in the amount of \$4,500 from OPLIN for the new filtering software/equipment.

We have investigated the possibility of leasing the Crossroads property to an "oil/gas drilling" company. Dave DeSelm has advised that this would not be possible due to the fact that we currently have an active well on the property.

Mr. DeSelm has informed us that the Martha Moore estate is almost final. The library should receive between 18,000-20,000 dollars in the next few months.

Mr. Goodwin met with our management consultant concerning the upcoming labor contract negotiations.

Mrs. Tipton moved to go into executive session to discuss personnel issues at 4:21 p.m. Mrs. Smith seconded and the motion carried. 39-11

Mr. Woods moved to come out of executive session at 4:40 p.m. Mrs. Fair seconded and the motion carried. 40-11

Mr. Goodwin gave the Budget Comparison report.

Mrs. Essex presented the Asst. Director's report. Buffalo Career & Technology Center student Sarah Hickman recently completed a job shadowing project at the Main Library.

Adult winter reading program plans continue with Nescher Pyscher, Landon Smith, Roger Pickenpaugh and Dr. Lorle Porter scheduled to speak. The 2012 theme is "READ!" The program will begin on Jan 23rd and end Mar. 2nd.

A miniature gaming program is scheduled for Saturday, Jan. 7th at Crossroads. Library patron Robert Miller and instructor Chris Brutsche, co-creators of "Fields of Fire" will be there to demonstrate strategies and maneuvers for both a WW11 and American Civil War Game. The event is scheduled from 10:00-2:00.

Mrs. Holt gave a brief summary of the latest events in the children's department in the absence of Mrs. King. The Star Wars Program went very well not as many as last year, but still a nice crowd and everyone had a great time.

This is the last week of story time for the Fall session. It's Christmas party week and Santa has made been able to fit us into his busy schedule. Several Head Start groups are scheduled to visit us next week.

We are starting a teen book discussion group with the first discussion to be held on January 10th.

Under unfinished business Mr. Woods moved to accept the offer by Evelyn Spring in the amount of \$3600.00 for the purchase of the Byesville property. Mrs. Smith seconded and the motion carried.

41-11

Mrs. Smith moved to go with option 1 for the Cole signage at the Crossroads branch. Mrs. Tipton seconded the motion and the motion carried.

42-11

The board decided to continue with the fine free coupons offered to the patrons bi-monthly, through the coupon monthly.

Under new business Mrs. Tipton moved to enter into the debris removal of Leatherwood Creek at the Crossroad location. Mrs. Fair seconded and the motion carried.

43-11


Motion to move the January meeting and the Organizational meeting to January 11th at 4:00 p.m.

Mrs. Tipton moved to approve payment of the bills represented by warrants #018647 through #018697 and memos #0022, #0023 and #0024 as well as online credit card payments to Peoples Visa. Mrs. Smith seconded, all voted yes, and the motion carried.

The next meeting will be held January 11, 2012 at 4:00 p.m. at the Crossroads Branch Library in the board room. The 2012 organizational meeting will follow.

Mr. Woods moved to adjourn the meeting. Mrs. Fair seconded and the meeting adjourned at 5:25 p.m.

President:



Secretary:

