

Gas City-Mill Township Public Library
Minutes of the Board of Directors Meeting

~~Approved~~ on January 21, 2020

Held

Call to Order:

The Gas City-Mill Township Public Library Board was called to order on January 21, 2020 at 6:58 pm by Vice President Carolyn Gaskin in the library meeting room. In attendance were Vice President Carolyn Gaskin, Treasurer April Dickey, Secretary Theresa Leffler, Member Tim Luckey, Member Teresa Fratus, Member Mary Stultz, Member Lucas Moon, Director Jessi Brown, and Business Manager Jennifer Vermilion.

Minutes:

The minutes of the December 17, 2019 Board of Directors meeting were approved, as amended, on a motion by A. Dickey and a second by T. Fratus. The motion was unanimously approved.

Reading of the Treasurer's Report:

A. Dickey presented the treasurer's report. See attached.

Approval of the Bills:

Claims numbering 615-695 were presented for approval. On a motion by C. Gaskin and a second by A. Dickey the claims were unanimously approved.

- a. Approval of Changes to Appropriations for 2019.

See attached. On a motion by M. Stultz and a second by T. Luckey, the changes to appropriations were accepted as presented. The motion was unanimously approved.

Report of the Librarian:

Director J. Brown presented the librarian's report. See attached.

Committee Reports:

No committee reports were heard.

Communications:

No communications were heard.

Unfinished Business:

No unfinished business was heard.

New Business:

- a. Election of 2020 Officers.

Slate of Officers:

President Carolyn Gaskin

Vice President Teresa Fratus

Treasurer April Dickey

Secretary Theresa Leffler

On a motion by M. Stultz and a second T. Luckey, the Slate of Officers was accepted. The motion was unanimously approved.

- b. Internal Controls Document Approval.

Tabled until February 2020 meeting.

- c. Signing Authority While on Maternity Leave.

See attached. On a motion by M. Stultz and a second by T. Leffler to approve signing authority while on maternity leave as presented. The motion was unanimously approved.

- d. Expenditure Approval – Security System.

On a motion by T. Leffler and a second by L. Moon a motion to have Korsen install security cameras for a cost of \$16, 516.76. The motion was unanimously approved.

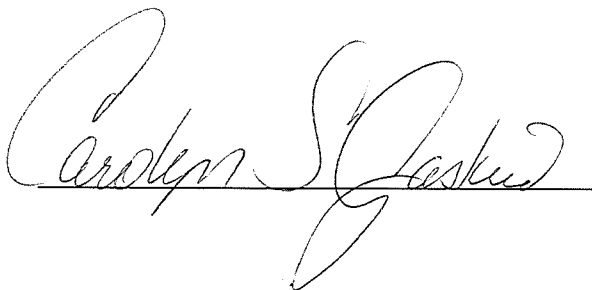
- e. Other. None.

Public Input:

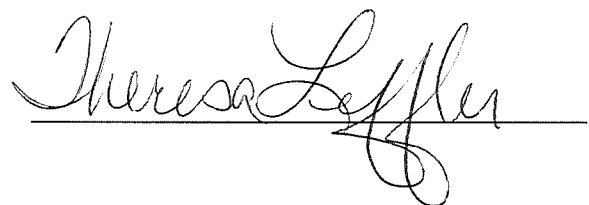
No members of the public gave input.

Adjournment:

On a motion by A. Dickey, the meeting was adjourned at 8:00 pm.



Carolyn Gaskin



Theresa Leffler

Gas City-Mill Township Public Library

Minutes of the Board of Finance Meeting

~~Approved~~ on January 21, 2020

Held

Call to Order:

The Gas City-Mill Township Public Library Board of Finance Meeting was called to order on January 21, 2020, at 6:35 PM by Carolyn Gaskin, in the library meeting room. In attendance were Vice President, Carolyn Gaskin, Treasurer April Dickey, Member Teresa Fratus, Member Tim Luckey, Member Mary Stultz, Member Lucas Moon, and Secretary Theresa Leffler.

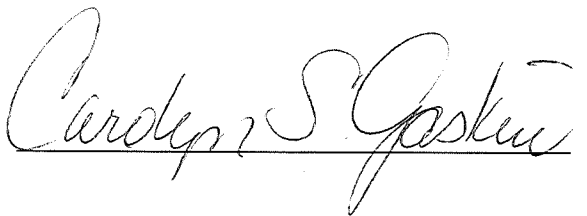
Unfinished Business:

- a. Review Current Investments.
See attached.

- b. Review of Investment Policy.
See attached. Motion by A. Dickey and a second by T. Fratus to approve as presented. The motion was unanimously approved.

Adjournment:

On a motion by M. Stultz the meeting was adjourned at 6:40 pm.



Carolyn S. Gaskin



Theresa Leffler

Gas City-Mill Township Public Library

Emergency Special Meeting

Held January 30, 2020

Call to Order:

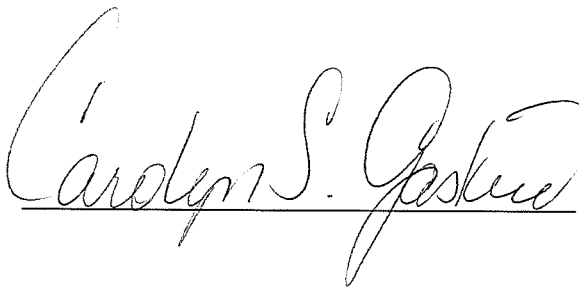
The Gas City-Mill Township Public Library Board was called to order on January 30, 2020 at 5:26 pm by President Carolyn Gaskin in the library meeting room. In attendance were President Carolyn Gaskin, Treasurer April Dickey, Vice President Teresa Fratus, Member Mary Stultz, Secretary Theresa Leffler, Director Jessi Brown, and Business Manager Jennifer Vermilion.

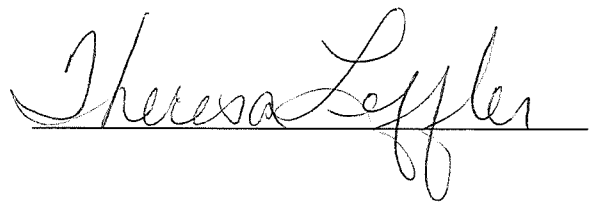
Expenditure Approval:

Jessi gave background leading up to the meeting. There was a gas smell that was inspected by Martin's Plumbing, Heating and Air Conditioning. After furnace inspection it was determined that the heat exchanger on the furnace that heated the meeting room, the break room, and the administration offices had corroded. Martin's gave an estimate on what it will take to repair the furnace vs. replace the unit (see attached for quote). It was moved by A. Dickey for approval of the 2 stage replacement furnace and seconded by T. Fratus. The motion was unanimously approved.

Adjournment:

A. Dickey moved we adjourn at 5:35pm


Carolyn S. Gaskin


Theresa Leffler