

Board of Trustees' Meeting  
Arcanum Public Library  
July 19, 2018

Present: Jan Roestamadji, Deb Dynes, Curtis Schafer, Rose Lambert, Jean Miller, Paul Myers, Randy O'Dell, Mark Wright

Absent: Barb Garrison

President Jan Roestamadji called the meeting to order at 6:03 p.m.

1. Minutes: There were no changes made to minutes of the last meeting.

Paul made a motion to approve the minutes of the last meeting. Rose seconded the motion. All voted yea.

2. Financial reports: There were no changes made to the financial reports.

Paul made a motion to accept the financial reports. Randy seconded the motion. All voted yea.

A. It was announced the Budget Commission Hearing is Wednesday, August 8<sup>th</sup> at 9:00 a.m. in the Court House at Greenville. Names were taken of all who would be attending the Hearing.

B. There was discussion of the CD's that are coming due in increments over the next several months. Deb will do some investigating and report back to the Board for a decision whether to move any of the CD's in the future.

C. Deb also announced that the audit of the library's financial records are complete and official.

Mark Wright arrived at 6:10 p.m.

Randy made a motion to roll over CD GF-12B for 11 months at a minimum of 1.75APY. Paul seconded the motion. All voted yea.

3. Donations: Rose made a motion to accept the donations. Mark seconded the motion. All voted yea.

Donations: King's Island; Scott Family McDonald's; Troy Aquatic Park; Vandalia Rec Center; Koger; Ohio Caverns; Dayton Dragons; Village of Arcanum Pool; Marcos Pizza (Troy); Marcos Pizza (Greenville); Hot Head Burritos (Greenville); Subway (Arcanum); Armstrong Air and Space Museum; Scene 75; Pizza Hut; Englewood Fun Center; Keith Troutwine Agency, Inc.; Second National Bank; 4 general admission tickets to King's Island; Library book club tickets; Passes for the park; 6 daily admission tickets; Kroger gift card (\$100); 2 adult tour passes; bag of goodies; Family pass; certificates for assorted items; assorted certificates; 2 free burrito bowl cards; 3 6" subs; 4 admission passes; 2 \$10 game cards; \$20 card to use at any PH; assorted certificates; \$125 check; \$200 check.

4. Withdrawals: Paul made a motion to approve the withdrawals. Mark seconded the motion. All voted yea.

5. Deaccess: Jean made a motion to deaccess the old GPS Computer Service which is obsolete and has no value. Paul seconded motion. All voted yea.

6. Maintenance: Bud's Electric replaced 2 switches on 6/26/18; Barga Heating and Electric replaced a bad condenser motor on 6/29/18; Chad Neeper was onsite for computer maintenance on 7/2/18; Foster Tree and Landscape quoted removing dead limb on 7/5/18; Brown's Pest Control monitoring bed bug on 7/13/18; X-treme Pressure Washing cleaned eggs from west side of building on 7/16/18.

7. Updates:

A. "Local" Tech Person: Paul made a motion to approve K & K Electronics and Computers Inc. for a one year contract at \$400.00 per month for an annual of \$4,800 to maintain the computer system at the library. Rose seconded the motion. All voted yea.

B. Updating the Website: Curtis explained the features that will be on the website once it is updated. He will be in contact with OPLAN for working with our website.

C. Brick Sealing: To-date only one quote has been turned in for sealing the bricks at the library. Curtis will make contact to obtain other quotes for comparison before a Board decision is made to have the work done.

D. New Sign: Curtis will go to the Village of Arcanum for clearance or a permit for placing a sign in front of the library. He will be following options allowed by the Village when writing a grant to place the sign on the front lawn.

E. Jan presented the bill for the carving in the large slice of preserved tree trunk at the side entrance of the library.

Randy made a motion to pay the 7/14/18 invoice from Dayle Lewis for the carving and sealing of the preserved tree trunk on display at the side entrance of the library in the amount of \$200.00. Paul seconded the motion. All voted yea.

8. New Business:

A. Curtis announced the ending party for the Summer Reading Party will be August 4 from 10:00 to 12:00 p.m. Volunteers were needed for helping at the party.

B. Randy extended an invitation to the Board of Trustees, Curtis and Deb to the Open House at JAFE's celebrating 40 years of business on Friday, July 20<sup>th</sup>.

The next meeting of the Board of Trustees will be August 16 at 7:00 p.m.

Randy made a motion to adjourn the meeting. Rose seconded the motion. All voted yea.  
The meeting adjourned at 7:25 p.m.

Respectfully submitted,  
Jean Miller, Secretary