

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES
Organizational Meeting Minutes
January 12, 2017

The organizational meeting of the Board of Trustees of the Ida Rupp Public Library was held on January 12, 2017, at 6:02 pm in the Board Room of the Library.

The following Trustees were present:

James Widmer
Larry Hattan
Jane Held
Kevin Francis, D.C.
Maryanne Laubner
Margarita VanLerberghe, PhD.
Barbara Wenzinger

Also present were: Tim Hagen, Director, Lauren Lemmon, Assistant Director/Fiscal Officer, and Susan Dress, Notary.

At this time, Susan Dress swore in Trustee Margarita VanLerberghe for a term expiring December 31, 2023.

Nominations Committee:

The slate of officers for 2017 was presented as follows:

President:	James Widmer
Vice President:	Larry Hattan
Secretary:	Margarita VanLerberghe, PhD

Barbara Wenzinger moved the nominations be closed and officers elected. Jane Held seconded the motion.

Upon roll call,

James Widmer – Aye
Larry Hattan– Aye
Jane Held– Aye
Kevin Francis, D.C. – Aye
Maryanne Laubner– Aye
Margarita VanLerberghe, PhD. – Aye
Barbara Wenzinger– Aye

Motion carried.

James Widmer made the following 2017 Committee Appointments:

Policy and Personnel:	Margarita VanLerberghe, PhD. & Jane Held
Finance and Wages:	Barbara Wenzinger & Kevin Francis, D.C.
Building and Grounds:	Larry Hattan & Maryanne Laubner
Audit:	Barbara Wenzinger & Larry Hattan

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It was moved by Maryanne Laubner and seconded by Larry Hattan to approve Lauren Lemmon as Fiscal Officer for the year 2017 at the current rate of pay established on the Wage and Salary Scale, and authorize purchase of Fidelity Bond.

Upon roll call,

James Widmer – Aye

Larry Hattan– Aye

Jane Held– Aye

Kevin Francis, D.C. – Aye

Maryanne Laubner– Aye

Margarita VanLerberghe, PhD. – Aye

Barbara Wenzinger– Aye

Motion carried.

At this time, Susan Dress administered the Fiscal Officer’s Oath of Office to Lauren Lemmon.

It was moved by Jane Held and seconded by Larry Hattan to approve Amber Cupp as Deputy Fiscal Officer for the year 2017 at the current rate of pay established on the Wage and Salary Scale, and authorize purchase of Fidelity Bond.

Upon roll call,

James Widmer – Aye

Larry Hattan– Aye

Jane Held– Aye

Kevin Francis, D.C. – Aye

Maryanne Laubner– Aye

Margarita VanLerberghe, PhD. – Aye

Barbara Wenzinger– Aye

Motion carried.

Note: Margaret Warren administered the Deputy Fiscal Officer’s Oath of Office to Amber Cupp on January 17, 2017.

It was moved by Margarita VanLerberghe and seconded by Kevin Francis to authorize Fiscal Officer to keep all inactive and interim funds invested in U.S. Government bills, notes, money market funds, or certificate of deposit at the highest obtainable rate.

Upon roll call,

James Widmer – Aye

Larry Hattan– Aye

Jane Held– Aye

Kevin Francis, D.C. – Aye

Maryanne Laubner– Aye

Margarita VanLerberghe, PhD. – Aye

Barbara Wenzinger– Aye

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Motion carried.

It was moved by Kevin Francis and seconded by Margarita VanLerberghe to approve US Bank, Huntington National Bank, Marblehead Bank, First National Bank (Put-in-Bay), and Star Ohio as depositories for the Year 2017.

Upon roll call,

James Widmer – Aye
Larry Hattan– Aye
Jane Held– Aye
Kevin Francis, D.C. – Aye
Maryanne Laubner– Aye
Margarita VanLerberghe, PhD. – Aye
Barbara Wenzinger– Aye

Motion carried.

It was moved by Maryanne Laubner and seconded by Jane Held to authorize the Director to accept donations or bequests to the library for the year 2017 on behalf of the Board provided the conditions of any such donations or bequests do not remove any portion of the library under the board's jurisdiction from the control of the board or if the conditions of any donation or bequest limit the free use of the library or any part of it by the residents of the Ottawa County and that report of these donations will be made to the board at each regular meeting for final approval. The Director will send acknowledgement of donations over \$10.00 after each Board meeting

Upon roll call,

James Widmer – Aye
Larry Hattan– Aye
Jane Held– Aye
Kevin Francis, D.C. – Aye
Maryanne Laubner– Aye
Margarita VanLerberghe, PhD. – Aye
Barbara Wenzinger– Aye

Motion carried.

At this time, Resolution #2017-001 A Resolution to use Library Funds for Staff/Volunteer Awards/Recognition was presented to the Board.

Kevin Francis moved to adopt Resolution #2017-001 as presented. Barbara Wenzinger seconded the motion.

Upon roll call,

James Widmer – Aye
Larry Hattan– Aye
Jane Held– Aye
Kevin Francis, D.C. – Aye
Maryanne Laubner– Aye

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Margarita VanLerberghe, PhD. – Aye
Barbara Wenzinger– Aye

Motion carried.

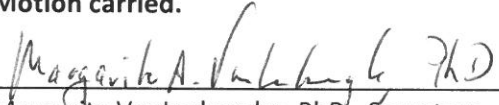
James Widmer confirmed that the regular meetings of the board would be held at 6:00 pm on the second Thursday of the month. The August meeting will be held at Erie Islands Library at a date and time to be determined later in the year. James Widmer also discussed dates for OLC Trustee events and that the May meeting may be held at the Marblehead Peninsula Branch Library.

There being no further business to come before the Board the meeting adjourned at 6:12 pm on a motion by Barbara Wenzinger and a second by Margarita VanLerberghe.

Upon roll call,

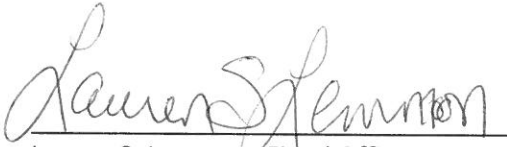
James Widmer – Aye
Larry Hattan– Aye
Jane Held– Aye
Kevin Francis, D.C. – Aye
Maryanne Laubner– Aye
Margarita VanLerberghe, PhD. – Aye
Barbara Wenzinger– Aye

Motion carried.



Margarita VanLerberghe, PhD., Secretary

James G. Widmer, President



Lauren S. Lemmon, Fiscal Officer