



**Board of Trustees  
Licking County Library  
Organizational Meeting**

4:00 pm

Thursday, January 15, 2009

2<sup>nd</sup> Floor Conference Room @ Newark Library

101 W. Main Street

Newark, OH 43055-5054

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1. **Call to Order** – Barry M. Riley
  2. **Roll Call and Introductions** – Barry M. Riley
  3. **Adoption of Agenda** – Barry M. Riley (*Action required*)
  4. **Report from Nominating Committee** – Kathy Myers (*Action required*)
    - President – Barry M. Riley
    - Vice-President – Thaddeus J. Claggett
    - Secretary – Laura A. Appleman
  5. **Appointment of Fiscal Officer & Deputy Fiscal Officer; Execution of Bond; and, Oath of Office** – President (*Action required*)
    - Fiscal Officer – Sandra Lodge
    - Deputy Fiscal Officer – Amber Schaaf
  6. **Appointment of Purchasing Agent & Deputy Purchasing Agent**
    - Barry M. Riley (*Action required*)
    - Purchasing Agent – Steven Hawk
    - Deputy Purchasing Agent – Babette Wofter
  7. **Adjournment** – Barry M. Riley
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**Next Scheduled Meeting:**

Thursday, January 15, 2009

Immediately following Organizational Meeting

2<sup>nd</sup> Floor Conference Room @ Newark Library

101 W. Main Street, Newark

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**Board of Trustees**  
**Licking County Library**  
**Regular Business Meeting**

Immediately following Organizational Meeting  
Thursday, January 15, 2009  
2<sup>nd</sup> Floor Conference Room @ Newark Library  
101 W. Main Street  
Newark, OH 43055-5054

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1. **Call to Order** – Barry M. Riley
  2. **Roll Call and Introductions** – Barry M. Riley
  3. **Adoption of Agenda** – Barry M. Riley (*Action required*)
  4. **Public Comments** – Barry M. Riley
  5. **Minutes for the Meeting of December 18, 2008** – Barry M. Riley (*Action required*)
  6. **Announcements, Presentations, Correspondence** – Barry M. Riley & Steven Hawk
    - Shelving volunteers group – Babette Wofter
  7. **Fiscal Officer's Report** – Sandra Lodge
    - Financial Reports for December 2008 (*Action Required*)
    - Gifts (*Action Required*)
    - COBRA (*Action Required*)
    - Other
  8. **Committee Reports**
    - None
  9. **Director's Report** – Steven Hawk
    - Personnel Report (*Action Required*)
    - Circulation Policies/Marketing & Library Services Committee
    - Other
  10. **Old Business** – Barry M. Riley
    - Old business
  11. **New Business** – Barry M. Riley
    - Committee assignments
    - Committee & Board meeting dates
  12. **Adjournment** – Barry M. Riley
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**Next Scheduled Meeting:**

Thursday, March 19, 2009  
4:00 pm  
2<sup>nd</sup> Floor Conference Room @ Newark Library  
101 W. Main Street  
Newark

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