

**Licking County Library  
Board of Trustees  
Regular Meeting  
Minutes for August 20, 2009**

The Board of Trustees of the Licking County Library met in regular session on Thursday, August 20, 2009 in the second floor Conference Room of the Newark Library. President Barry M. Riley called the meeting to order at 4:00 p.m. The following trustees answered Secretary Laura A. Appleman's roll call: Mr. Martin (Marty) Altmaier, Mrs. Laura A. Appleman, Mr. Thad Claggett, Ms. Martha (Marty) Morrison, Mrs. Kathy Myers, Mr. Barry M. Riley and Mr. Don Urban.

Staff Present: Mr. Steven Hawk, Mrs. Babette Wofter, Mrs. Sandra Lodge, Ms. Amber Schaaf, Mr. Doug Stout and Mr. Kent Daniels.

Also present were two members of the public: Robert L. Cogswell and Susan Reid

Mr. Claggett MOVED, and Mr. Altmaier SECONDED, to adopt the agenda adding an executive session. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-036  
Adoption of Agenda

**Public Comments**

Mr. Cogswell asked if the library was going to put a levy on the ballot. Mr. Riley responded that levy planning is under way.

Ms. Morrison MOVED, and Mrs. Appleman SECONDED, to approve the minutes of the May 21, 2009 meeting as submitted. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-037  
Approval of  
Minutes

**Fiscal Officer's Report**

It was noted that the Finance Committee reviewed the May 2009, June 2009 and July 2009 financial reports, bills, payrolls & investments and recommended the approval at their meeting on August 20, 2009. The balance in the General Fund at the end of July was \$412,798.84. Receipts in the General Fund at the end of July were \$245,768.31 which included the State Income Tax distribution of \$229,754.66. Disbursements in the General Fund for July totaled \$236,409.90. Receipts in the Building & Repair Fund for July totaled \$44.28 and disbursements totaled \$0.00. Receipts in the Criss Fund for July totaled \$19.17 and disbursements totaled \$5,000.03.

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Committee Reports

Finance Committee Meeting - June 18, 2009

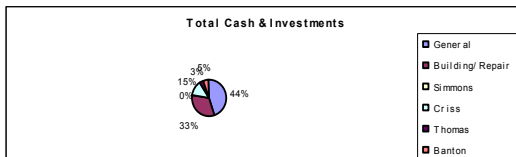
Ms. Morrison reported on the June 18, 2009 Finance Committee meeting. She reported that the May 2009 Financial Reports were recommended for approval including the corrected Cash & Investments in the Estimated June State Tax Revenue line. Ms. Morrison MOVED, and Mr. Altmaier SECONDED, that approval be given to the May 2009 Financial Reports. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-038  
 Approval of the  
 May Financial  
 Reports

	<p><b>Licking County Library</b>  <b>Cash &amp; Investments</b>  <b>Fiscal 2009 - May</b></p>	<p>revised 7.3.09</p>
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**Balances as of May 31, 2009**

<u>Fund</u>	<u>Cash</u>	<u>Investments</u>	<u>Total</u>
General	\$144,587.64	\$247,725.91	\$392,313.55
Building/Repair	\$26,048.11	\$267,595.22	\$293,643.33
Simmons	\$0.00	\$335.06	\$335.06
Criss	\$15,950.26	\$116,920.92	\$132,871.18
Thomas	\$0.00	\$27,552.45	\$27,552.45
Banton	\$0.00	\$45,637.28	\$45,637.28
<b>Totals</b>	<b>\$186,586.01</b>	<b>\$705,766.84</b>	<b>\$892,352.85</b>
		Petty Cash	\$1,176.40
<b>Total Cash &amp; Investments</b>			<b>\$893,529.25</b>



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*Star Ohio Account (monthly yield = .30%):*

<b>Fund</b>	<b>May Balance</b>	<b>June</b>	<b>As of 5/3/09</b>
General Fund	\$247,725.91	\$0.00	\$247,725.91
Building/Repair	\$267,595.22	\$0.00	\$267,595.22
Simmons	\$335.06	\$0.00	\$335.06
Criss Fund	\$116,920.92	\$0.00	\$116,920.92
Thomas Fund	\$27,552.45	\$0.00	\$27,552.45
Banton Fund	\$45,637.28	\$0.00	\$45,637.28
<b>TOTAL</b>	<b>\$705,766.84</b>	<b>\$0.00</b>	<b>\$705,766.84</b>

**Estimated June 2009 General Fund Cash Activity**

General Fund Cash as of 5/31	\$144,587.64
Conversion of Investments for Cash Management Purposes	\$0.00
Petty Cash/Change	\$1,176.40
Total Available	\$145,764.04
Est. June State Tax Revenue	\$225,949.98
Patron Fines / Fees	\$8,900.00
Cash Available	\$380,614.02

The Director reviewed various options for the Finance Committee and Board to consider for a possible operation levy in 2010. The Committee believes that at this point in time it is too early to actually make a decision for the November 2010 general election.

The Director also spoke about the Licking County Public Library Fund Distribution Formula Resolution which included a new distribution formula for the Public Library Fund within Licking County. The formula was developed by the directors of the five public library districts in Licking County and will be presented to the Licking County Budget Commission at the appropriate meeting.

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**Finance Committee Meeting July 23, 2009**

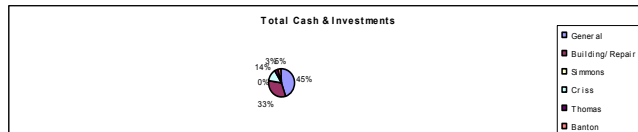
Ms. Morrison reported on the July 23, 2009 Finance Committee Meeting. She recommended approval of the financial reports for the month of June and the committee reviewed the reports from the Fiscal Officer regarding bills, payrolls and transfers. Ms. Morrison MOVED and Mrs. Myers SECONDED, that approval be given to the June financial reports as submitted. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-039  
 Approval of the  
 June Financial  
 Reports



**Balances as of June 30, 2009**

<b>Fund</b>	<b>Cash</b>	<b>Investments</b>	<b>Total</b>
General	\$154,492.08	\$247,771.44	\$402,263.52
Building/Repair	\$26,049.18	\$267,644.40	\$293,693.58
Simmons	\$0.00	\$335.12	\$335.12
Criss	\$11,298.44	\$116,942.41	\$128,240.85
Thomas	\$0.00	\$27,557.51	\$27,557.51
Banton	\$0.00	\$45,645.67	\$45,645.67
<b>Totals</b>	<b>\$191,839.70</b>	<b>\$705,896.57</b>	<b>\$897,736.27</b>
		Petty Cash	\$1,176.40
<b>Total Cash &amp; Investments</b>			<b>\$898,912.67</b>



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**Investment Activity through July 7, 2009**

*Star Ohio Account (monthly yield = .22%):*

<b>Fund</b>	<b>June Balance</b>	<b>July Activity</b>	<b>As of 7/7/09</b>
General Fund	\$247,771.44	\$0.00	\$247,771.44
Building/Repair	\$267,644.40	\$0.00	\$267,644.40
Simmons	\$335.12	\$0.00	\$335.12
Criss Fund	\$116,942.41	\$0.00	\$116,942.41
Thomas Fund	\$27,557.51	\$0.00	\$27,557.51
Banton Fund	\$45,645.67	\$0.00	\$45,645.67
<b>TOTAL</b>	<b>\$705,896.57</b>	<b>\$0.00</b>	<b>\$705,896.57</b>

**Estimated July 2009 General Fund Cash Activity**

General Fund Cash as of 6/30	\$154,492.08
Conversion of Investments for Cash Management Purposes	\$0.00
Petty Cash/Change	\$1,176.40
Total Available	\$155,668.48
Est. July State Tax Revenue	\$229,245.73
Patron Fines / Fees	\$9,650.00
Cash Available	\$394,564.21
Estimated Bills & Payrolls	(\$264,173.39) <sup>1</sup>

The Director stated that effective August 1, 2009 the that State's new biennium budget on the Public Library Fund will be temporarily reduced from 2.22% to 1.97%.

Fiscal Officer, Mrs. Lodge reported that herself, The Director, The Assistant Director and the Deputy Fiscal Officer met with our representatives from Willis HRH to renew our current medical insurance plan which expires July 31, 2009. Based on negotiations, they proposed a revised policy with two plan options from the current insurance provider which would have a 2.5% overall rate increase. Ms. Morrison MOVED and Mr. Urban SECONDED, to accept the medical insurance policy proposal. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

**09-040**  
 Approval of the  
 Medical Insurance  
 Proposal

Licking County Library  
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**Finance Committee Meeting - August 13, 2009**

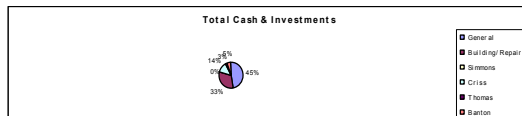
Ms. Morrison reported on the August 13, 2009 Finance Committee Meeting. She recommended approval of the financial reports for the month of July and the committee reviewed the reports from the Fiscal Officer regarding bills, payrolls and transfers. Ms. Morrison MOVED and Mrs. Appleman SECONDED, that approval be given to the July financial reports as submitted. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-041  
 Approval of July  
 Financial Reports



**Balances as of July 31, 2009**

<b>Fund</b>	<b>Cash</b>	<b>Investments</b>	<b>Total</b>
General	\$163,811.02	\$247,811.41	\$411,622.43
Building/Repair	\$26,050.29	\$267,687.57	\$293,737.86
Simmons	\$0.00	\$335.18	\$335.18
Criss	\$6,298.72	\$116,961.28	\$123,260.00
Thomas	\$0.00	\$27,561.95	\$27,561.95
Banton	\$0.00	\$45,653.03	\$45,653.03
<b>Totals</b>	<b>\$196,160.03</b>	<b>\$706,010.42</b>	<b>\$902,170.45</b>
		Petty Cash	\$1,176.40
<b>Total Cash &amp; Investments</b>			<b>\$903,346.85</b>



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**Investment Activity through August 5, 2009**

*Star Ohio Account (monthly yield = .22%):*

<b>Fund</b>	<b>July Balance</b>	<b>August Activity</b>	<b>As of 8/5/09</b>
General Fund	\$247,811.41	\$0.00	\$247,811.41
Building/Repair	\$267,687.57	\$0.00	\$267,687.57
Simmons	\$335.18	\$0.00	\$335.18
Criss Fund	\$116,961.28	\$0.00	\$116,961.28
Thomas Fund	\$27,561.95	\$0.00	\$27,561.95
Banton Fund	\$45,653.03	\$0.00	\$45,653.03
<b>TOTAL</b>	<b>\$706,010.42</b>	<b>\$0.00</b>	<b>\$706,010.42</b>

**Estimated August 2009 General Fund Cash Activity**

General Fund Cash as of 7/31	\$163,811.02
Conversion of Investments for Cash Management Purposes	\$0.00
Petty Cash/Change	\$1,176.40
Total Available	\$164,987.42
Est. August State Tax Revenue	\$144,513.25
Patron Fines / Fees	\$8,600.00
Cash Available	\$318,100.67
Estimated Bills & Payrolls	(\$206,105.93) <sup>1</sup>
Conversion of Excess Cash to Investments	\$0.00

Mrs. Lodge presented the 2009 General Fund Permanent Budget Revised due to the reduction in the state's Public Library Fund. The proposed budget includes reductions or eliminating further spending for the remainder of the fiscal year for library materials, programs, program supplies, postage and mileage reimbursements. The budget also estimated a reduction in unemployment compensation.

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The Director and Mrs. Wofter also explained about the possibility of joining the SEO consortium for Integrated Library System and Inter-Library Loan Services. The Director also told the committee that the implementation fee was included in the proposed revised 2009 General Revenue Permanent Budget. Mr. Hawk also proposed changing the annual 4% salary reduction to 10 furlough days to be observed during regularly scheduled library staff holidays which would require the Library to close on Martin Luther King Day, President's Day Columbus Day, and Veteran's Day. The proposed change would be effective with the pay period beginning September 21, 2009. Ms. Morrison MOVED and Mrs. Myers SECONDED, that the 2009 General Fund Permanent Budget, Revised be accepted. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-042  
Approval of 2009  
General Fund Per-  
manent Budget ,  
Revised

Mrs. Appleman MOVED and Ms. Morrison SECONDED, the approval to redistribute \$15,000.00 of the current projected cash balance at the end of 2009 into materials spending. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-043  
Approval to Redis-  
tribute \$15,000.00  
into 2009 Materi-  
als Spending

Ms. Morrison MOVED and Mr. Claggett SECONDED, that approval be given to change the salary reduction to unpaid furlough days effective with the pay period beginning September 21, 2009. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-044  
Approval to Change  
Salary Reduction to  
Unpaid Furlough  
Days

Ms. Morrison MOVED and Mrs. Appleman SECONDED, that approval be given to remove the cash register at the Upper Level CSI desk and the funds from the cash register be deposited into the General Fund checking account. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-045  
Approval to remove  
Upper Level CSI  
Cash Register

Mr. Altmaier MOVED and Mrs. Myers SECONDED, that approval be given to renew the dental insurance policy for the same premium effective August 20, 2009. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

09-046  
Approval to Renew  
Dental Insurance  
Policy

**Personnel Committee Meeting - July 30, 2009**

Mr. Claggett reported on the Personnel Committee Meeting held July 30, 2009. Mr. Claggett reported that at the meeting the Director, Mr. Steven Hawk submitted a letter stating a transition plan for retirement as Director of the Licking County Library, reducing his 5 day work week to a 4 day work week beginning October 4, 2009. Then further reducing his work day week to 3 days per week no later then June 27, 2010. This will allow the Director to use his time off to help assist with the operating levy during 2010. And give the Board adequate time to search for a new Director. Mr. Riley stated he commended Mr. Hawk on his retirement and helping with the levy campaign. Mr. Altmaier stated that it is an ingenious idea and thanked Mr. Hawk for doing that for the good of the library.

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Mr. Claggett MOVED and Mr. Altmaier SECONDED, to accept the Director's transition plan for retirement. Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

**Gifts**

Mr. Urban MOVED and Mr. Claggett SECONDED, that the following gifts be accepted:

**Restricted:** 3—\$10.00 Gift Certificates from Mark Foreman for the River Road Coffeehouse for Teen Summer Reading Program

\$35.00 from Mr. & Mrs. Bob Meldahl & Mr. & Mrs. Patrick Kelley to be used to purchase books on roses in memory of June Martin

**Unrestricted:** \$25.00 from Buckley Crist Jr. for research

\$25.00 from Willard & Kathleen Hartman in memory of Jeanne Adams

\$25.00 from Jennifer Sorg in memory of June Martin

\$20.00 from Mary Katherine Arensberg from sale of her books at a program held at Newark Library June 3, 2009

\$100.00 from Brad Page in memory of Charles McMahan

\$25.00 from Sandra & Woodrow Lockhart in memory of Charles McMahan

\$20.00 from Buck & Mary Crawmer in memory of Charles McMahan

\$100.00 from SouthBrook Church in memory of Charles McMahan

\$50.00 from Sharyn Rae and Fred Brooks in memory of Charles McMahan

\$20.00 from anonymous donor

09-047  
Accept Director's  
Transition Plan for  
Retirement

09-048  
Gifts

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- Items:
- 1 Tabletop Bead Game for Children's Dept. from Katie Shay-Sutton
  - 2 Copies of "A Quiet Place" by Mary Katherine Arensberg from Author Mary Katherine Arensberg
  - 100 approx paperback books from Debbie Eitel
  - 34 Paperback Books from Donna & Bryant Beach
  - 4 Hardback Books from Donna & Bryant Beach
  - 1 DVD from Rebecca Weber
  - 2 Book bindings from Dan Fleming
  - 15 - Trade paperback copies of "The 5000 Year Leap: The 28 Great Ideas that Changed the World" by W. Cleon Skousen from Sharon & Bill Plikerd
  - 1 Copy of "The Complete Garden Flower Book" in memory of Doug Kelley From Debby & Chuck Kelley
  - 4 Paperback Books from James A. Boland Jr
  - 1 Year Subscription to People en Espanol Magazine from Kenton Daniels
  - 1 Year Subscription to Padrisimo Magazine from Kenton Daniels
  - 14 Hardback Books from Karen Six
  - 1 Copy of "My Sister's Keeper" by Jodi Picoult and "The Shack" by William Young from Kathy Jordan

Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

Licking County Library  
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**Director's Report**

**Personnel Report**

Mrs. Appleman MOVED, and Mr. Claggett SECONDED, that the following personnel changes be approved.

09-049  
Personnel Changes

**Personnel Report – July 2009**

Michele Kilday                      Buckeye Lake/Library Assistant  
Hire: 05.09.05                      Effective: 06.25.09

Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

**Meeting of Licking County Budget Commission**

Mr. Hawk reported on the Meeting of Licking County Budget Commission meeting on July 31, 2009. The Public Library Districts in Licking County along with the Licking County Library presented a resolution to the Budget Commission to adopt an ongoing methodology criteria to determine the annual PLF distribution. (Copy attached)

**Old Business**

None

**New Business**

Mr. Hawk requested changing the future meeting dates of the Board of Trustees and also the Finance Committee Meetings to help monitor the Public Library Fund for the remainder of 2009. (Copy attached)

Fiscal Officer Sandra Lodge requested a Records Commission Meeting on October 15, 2009 at 3:45 p.m.

Mr. Riley addressed having a media policy and requested staff put together some ideas to be presented to the Board of Trustees.

Mrs. Appleman MOVED, and Mr. Claggett SECONDED, moved to go into executive session to discuss a personnel matter.

09-050  
Executive Session

Roll call: Mr. Altmaier, Yes; Mrs. Appleman, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

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Upon reconvening in public session and there being no further business, the President declared the meeting adjourned at 4:55 p.m.

The next meeting will be held on Thursday, October 15, 2009 at 4:00 p.m. in the second floor Conference Room at the Newark Library of the Licking County Library.

List of Checks

Check. Date.....	Name.....	Amount.....
9054 6/3/2009	HUNTINGTON NATIONAL BANK	-76.15
29671 5/15/2009	3M	1913
29672 5/15/2009	BAKER & TAYLOR (L410794)	18.84
29674 5/15/2009	BAKER & TAYLOR (L410795)	3124.02
29679 5/15/2009	BAKER & TAYLOR L31977-2	19630.13
29680 5/15/2009	BAKER AND TAYLOR	3260
29681 5/15/2009	BAYSCAN TECHNOLOGIES	364.5
29682 5/15/2009	BUCK'S LAWN SERVICE	33
29683 5/15/2009	BUCKEYE LINEN SERVICE	88.81
29684 5/15/2009	CLEAN INNOVATIONS	51.97
29685 5/15/2009	COBRA COMPLIANCE SYSTEMS, INC.	260
29686 5/15/2009	COLUMBUS DISPATCH	186.68
29687 5/15/2009	DATA2	605.08
29688 5/15/2009	DIEHL OFFICE EQUIP CO.	138.01
29689 5/15/2009	FAVORABLE IMPRESSIONS	39.96
29690 5/15/2009	GREY HOUSE PUBLISHING	206.05
29691 5/15/2009	H W WILSON CO.	364
29692 5/15/2009	HIGHSMITH CO., INC.	58.94
29693 5/15/2009	INSTITUTE FOR RESEARCH	291.55
29695 5/15/2009	MIDWEST TAPE EXCHANGE	2538.41
29696 5/15/2009	OFFICE DEPOT	380.09
29697 5/15/2009	POLK DIRECTORIES	242.5
29698 5/15/2009	RANDOM HOUSE, INC	36
29699 5/15/2009	RHODE ISLAND NOVELTY CO.	363.79
29700 5/15/2009	THOMSON WEST	110.5
29701 5/15/2009	UNIQUE MANAGEMENT SERVICES, IN	304.3
29702 5/15/2009	UPSTART	154.58
29703 5/15/2009	XEROX CORPORATION	252.68
29704 5/26/2009	ADT	308
29705 5/26/2009	ALL COUNTY PEST CONTROL	80
29706 5/26/2009	ANTHEM BCBS OH GROUP	28358.13

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29707 5/26/2009	ANTHEM LIFE INSURANCE COMPANY	163.8
29708 5/26/2009	BUCKEYE POWER	532.5
29709 5/26/2009	CLEAN INNOVATIONS	428.06
29710 5/26/2009	COLONIAL SUPPLEMENTAL INS. CO.	539.3
29711 5/26/2009	CORESOURCE, INC.	2394.8
29712 5/26/2009	FIA CARD SERVICES	719.25
29713 5/26/2009	HAKAN KAYA	250
29714 5/26/2009	LICKING COUNTY LIBRARY	1.29
29715 5/26/2009	MT BUSINESS TECHNOLOGIES	3241.61
29716 5/26/2009	NOFZINGER DOOR SALES, INC.	144
29717 5/26/2009	OHIO DEPT. JOB/FAMILY SERVICES	12592.42
29718 5/26/2009	OHIONET	395.6
29719 5/26/2009	PRO INFO	3170
29720 5/26/2009	SANDERSON CMI, INC.	700
29721 5/26/2009	TRIPLE H ENTERPRISES	675
29722 5/26/2009	UNITED PARCEL SERVICE	6.95
29723 5/26/2009	VISION SERVICE PLAN - (OH)	459.86
29724 6/11/2009	BAKER & TAYLOR (L410795)	83.74
29727 6/11/2009	BAKER & TAYLOR L31977-2	8899.46
29728 6/11/2009	BUCK'S LAWN SERVICE	66
29729 6/11/2009	BUCKEYE LINEN SERVICE	88.84
29730 6/11/2009	CENTER POINT PUBLISHING	453.51
29731 6/11/2009	CYNTHIA VILLASENOR	9.85
29732 6/11/2009	ENGLEFIELD OIL CO.	148.83
29733 6/11/2009	IOWA 80 GROUP	28.99
29734 6/11/2009	LOGISTECH, INC.	58.47
29735 6/11/2009	LYNNE FORESTA	22.99
29736 6/11/2009	MAIN HARDWARE	2.4
29737 6/11/2009	MIDWEST TAPE EXCHANGE	2947.23
29738 6/11/2009	OFFICE DEPOT	114.18
29739 6/11/2009	P T REPTILES	155
29740 6/11/2009	RANDOM HOUSE, INC	92
29741 6/11/2009	THE ADVOCATE	167.87
29742 6/11/2009	THE ENERGY COOPERATIVE	51.81
29743 6/11/2009	TRONITECH WESTERN, LLC	217.66
29744 6/11/2009	VERIZON WIRELESS	126.73
29745 6/11/2009	WALLING DATA SYSTEMS, INC.	1710.79

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29746	6/11/2009	WILSON'S GARDEN CENTER	100
29747	6/11/2009	XEROX CORPORATION	245.85
29748	6/18/2009	ADA MYERS	965.59
29749	6/25/2009	ALL COUNTY PEST CONTROL	40
29750	6/25/2009	AMAZON/GE MONEY BANK	110.26
29751	6/25/2009	ANTHEM BCBS OH GROUP	28271.48
29752	6/25/2009	ANTHEM LIFE INSURANCE COMPANY	163.8
29754	6/25/2009	BAKER & TAYLOR L31977-2	3752.04
29755	6/25/2009	BALESTRA, HARR, & SCHERER, CPA	2880
29756	6/25/2009	BLAKE BROS. GLASS CO.	375
29757	6/25/2009	BUCKEYE LINEN SERVICE	21.78
29758	6/25/2009	CHAMBER OF COMMERCE OF	51.25
29759	6/25/2009	COLONIAL SUPPLEMENTAL INS. CO.	539.3
29760	6/25/2009	CORESOURCE, INC.	2325.18
29761	6/25/2009	DEMCO	829.78
29762	6/25/2009	DISCOUNT PAPER PRODUCTS, INC	139.78
29763	6/25/2009	DREAMA HUGHES	51.7
29764	6/25/2009	FIA CARD SERVICES	75.01
29765	6/25/2009	G. NEIL COMPANIES	136.53
29766	6/25/2009	HRH	100.32
29767	6/25/2009	LICKING COUNTY LIBRARY	112.45
29768	6/25/2009	MICHAEL L. SMITH, TREASURER	120
29769	6/25/2009	MIDWEST TAPE EXCHANGE	471.76
29770	6/25/2009	MOTORISTS MUTUAL INS COMPANY	7005
29771	6/25/2009	MT BUSINESS TECHNOLOGIES	3224.81
29772	6/25/2009	OHIO DEPT. JOB/FAMILY SERVICES	14134.32
29773	6/25/2009	OHIONET	2363.88
29774	6/25/2009	P T REPTILES	465
29775	6/25/2009	PHILADELPHIA INS COMPANIES	1858
29776	6/25/2009	THOMSON WEST	282
29777	6/25/2009	UNIQUE MANAGEMENT SERVICES, IN	268.5
29778	6/25/2009	UNITED PARCEL SERVICE	30.89
29779	6/25/2009	VIRGINIA CHAMBERS-WINE	22
29780	6/30/2009	VISION SERVICE PLAN - (OH)	428.64
29781	7/21/2009	ALL COUNTY PEST CONTROL	215
29782	7/21/2009	BAKER & TAYLOR L31977-2	969.08
29783	7/21/2009	BAYSCAN TECHNOLOGIES	64.5
29784	7/21/2009	BUCK'S LAWN SERVICE	99
29785	7/21/2009	BUCKEYE LINEN SERVICE	99.34
29786	7/21/2009	CHARLOTTE ANGELETTI	26
29787	7/21/2009	CLEAN INNOVATIONS	283.5

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29788	7/21/2009	COLONIAL SUPPLEMENTAL INS. CO.	558.76
29789	7/21/2009	COUNTY TREASURERS EDUC. FUND	100
29790	7/21/2009	DEBORAH S. MORRISON	9.9
29791	7/21/2009	DIEHL OFFICE EQUIP CO.	21.16
29792	7/21/2009	ENGLEFIELD OIL CO.	232.1
29793	7/21/2009	FIA CARD SERVICES	496.06
29794	7/21/2009	JOHNSON CONTROLS, INC.	3785.99
29795	7/21/2009	JOHNSON ELECTRIC SUPPLY CO.	101.58
29796	7/21/2009	LOGISTECH, INC.	164.08
29797	7/21/2009	MAIN HARDWARE	15.64
29798	7/21/2009	MIDWEST TAPE EXCHANGE	607.1
29799	7/21/2009	MT BUSINESS TECHNOLOGIES	3047.67
29800	7/21/2009	NANCY K. GROVE	6.95
29801	7/21/2009	OHIO LIBRARY COUNCIL	2552.33
29802	7/21/2009	OHIONET	102.73
29803	7/21/2009	POSTMASTER	28
29804	7/21/2009	RANDOM HOUSE, INC	19.2
29805	7/21/2009	STEPHANIE A. CLARK	17.8
29806	7/21/2009	UNIQUE MANAGEMENT SERVICES, IN	205.85
29807	7/21/2009	UNITED PARCEL SERVICE	16.62
29809	7/21/2009	UNITED WAY OF LICKING COUNTY	143
29810	7/21/2009	XEROX CORPORATION	245.85
29811	7/23/2009	COLONIAL SUPPLEMENTAL INS. CO.	558.76
29812	7/30/2009	ANTHEM BCBS OH GROUP	18653.92
29813	7/30/2009	ANTHEM LIFE INSURANCE COMPANY	163.8
29814	7/30/2009	BAKER & TAYLOR (L410794)	1255.45
29815	7/30/2009	BAKER & TAYLOR L31977-2	47.36
29816	7/30/2009	BUCKEYE LINEN SERVICE	36.56
29817	7/30/2009	JODI K. SNIDER	25
29818	7/30/2009	NEWARK FIRE EXTINGUISHER	42.5
905011	5/1/2009	AT&T	2000
905012	5/1/2009	AMERICAN ELECTRIC POWER	589.28
905013	5/1/2009	BP	143
905014	5/1/2009	WASTE MANAGEMENT OF OHIO	21.18
905015	5/1/2009	WASTE MANAGEMENT OF OHIO	116.85
905081	5/8/2009	AMERICAN ELECTRIC POWER	77.65
905082	5/8/2009	CITY OF NEWARK-WATER DEPT.	60.5
905083	5/8/2009	CITY OF NEWARK-WATER DEPT.	490.89
905084	5/8/2009	CITY OF NEWARK-WATER DEPT.	7.56
905111	5/11/2009	THE ENERGY COOPERATIVE	365.01

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905112	5/11/2009	WINDSTREAM	139.19
905121	5/12/2009	ADP	208.94
905122	5/12/2009	EMBARQ	109.63
905131	5/13/2009	AMERICAN ELECTRIC POWER	4912.16
905132	5/13/2009	AMERICAN ELECTRIC POWER	64.36
905181	5/18/2009	VERIZON WIRELESS	126.73
905201	5/20/2009	METROMEDIA ENERGY INC.	3512.39
905202	5/20/2009	ADP	37.5
905211	5/21/2009	EMBARQ	62.26
905221	5/22/2009	EMBARQ	116.72
905261	5/26/2009	OHIO PUBLIC EMPLOYEES RETIRE S	6383.04
905262	5/26/2009	OHIO PUBLIC EMPLOYEES RETIRE S	6390.01
905263	5/26/2009	OHIO PUBLIC EMPLOYEES RETIRE S	17882.19
905271	5/27/2009	SPRINT	44.56
905272	5/27/2009	CITY OF NEWARK-WATER DEPT.	50.35
905273	5/27/2009	COLUMBIA GAS	603.94
905281	5/28/2009	AT&T	2000
905282	5/28/2009	WINDSTREAM	1646.28
905283	5/28/2009	ADP	270.24
905291	5/29/2009	AMERICAN ELECTRIC POWER	670.94
905292	5/29/2009	ADP	282.24
906011	6/1/2009	WASTE MANAGEMENT OF OHIO	21.18
906012	6/1/2009	WASTE MANAGEMENT OF OHIO	116.85
906051	6/5/2009	BP	163.72
906052	6/5/2009	AMERICAN ELECTRIC POWER	73.56
906081	6/8/2009	CITY OF NEWARK-WATER DEPT.	7.56
906082	6/8/2009	CITY OF NEWARK-WATER DEPT.	60.5
906083	6/8/2009	CITY OF NEWARK-WATER DEPT.	404.53
906101	6/10/2009	EMBARQ	111.81
906111	6/11/2009	WINDSTREAM	136.37
906112	6/11/2009	ADP	239.74
906121	6/12/2009	AMERICAN ELECTRIC POWER	50.19
906122	6/12/2009	AMERICAN ELECTRIC POWER	5723.17
906151	6/15/2009	HUNTINGTON NATIONAL BANK	60.83
906191	6/19/2009	METROMEDIA ENERGY INC.	2522.35
906221	6/22/2009	EMBARQ	62.26
906231	6/30/2009	COLUMBIA GAS	423.38
906241	6/24/2009	EMBARQ	116.72
906251	6/25/2009	ADP	286.22
906261	6/26/2009	OHIO PUBLIC EMPLOYEES RETIRE S	5989.47
906262	6/26/2009	OHIO PUBLIC EMPLOYEES RETIRE S	5910.61
906263	6/26/2009	OHIO PUBLIC EMPLOYEES RETIRE S	16660.09

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906264	6/26/2009	AT&T	2000
906264	6/26/2009	SPRINT	40.85
906291	6/29/2009	CITY OF NEWARK-WATER DEPT.	40.19
906301	6/30/2009	ADP	-270.24
906302	6/30/2009	OHIO PUBLIC EMPLOYEES RETIRE S	1.99
906303	6/30/2009	WINDSTREAM	-1151.68
906304	6/30/2009	WINDSTREAM	1727.52
906305	6/30/2009	WINDSTREAM	1075.15
907011	7/1/2009	BP	28.67
907021	7/2/2009	AMERICAN ELECTRIC POWER	849.41
907031	7/3/2009	HUNTINGTON PAYROLL	423.56
907032	7/3/2009	HUNTINGTON MEDICARE	49.79
907033	7/3/2009	ADA MYERS	-266.23
907034	7/31/2009	ADA MYERS	61.3
907071	7/7/2009	AMERICAN ELECTRIC POWER	112.08
907081	7/8/2009	CITY OF NEWARK-WATER DEPT.	60.5
907082	7/8/2009	CITY OF NEWARK-WATER DEPT.	7.56
907083	7/8/2009	CITY OF NEWARK-WATER DEPT.	404.53
907091	7/9/2009	THE ENERGY COOPERATIVE	31.18
907101	7/10/2009	ADP	213.3
907102	7/10/2009	WINDSTREAM	137.55
907103	7/10/2009	EMBARQ	106.59
907131	7/13/2009	BP	258
907132	7/13/2009	AMERICAN ELECTRIC POWER	58.2
907133	7/13/2009	AMERICAN ELECTRIC POWER	6426.6
907141	7/14/2009	OHIO DEPARTMENT OF TAXATION	255.57
907161	7/16/2009	VERIZON WIRELESS	126.73
907162	7/16/2009	HUNTINGTON NATIONAL BANK	61.83
907171	7/17/2009	ADP	101.33
907172	7/17/2009	COLUMBIA GAS	0.85
907201	7/20/2009	WASTE MANAGEMENT OF OHIO	21.53
907202	7/20/2009	WASTE MANAGEMENT OF OHIO	119
907221	7/22/2009	EMBARQ	62.35
907222	7/22/2009	METROMEDIA ENERGY INC.	1674.95
907231	7/23/2009	EMBARQ	116.88
907232	7/23/2009	COLUMBIA GAS	280.16
907241	7/24/2009	BUCKEYE LINEN SERVICE	0
907242	7/24/2009	ADP	307.74
907281	7/28/2009	AT&T	2150
907282	7/28/2009	SPRINT	38.87
907291	7/29/2009	BP	196.26
907292	7/29/2009	CITY OF NEWARK-WATER DEPT.	35.11
907293	7/29/2009	WINDSTREAM	1241.6

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907294	7/29/2009	FRANCOTYP-POSTALIA, INC.	1000
907301	7/30/2009	AMERICAN ELECTRIC POWER	919.59
907302	7/30/2009	OHIO PUBLIC EMPLOYEES RETIRE S	97.3
907303	7/30/2009	OHIO PUBLIC EMPLOYEES RETIRE S	136.23
907304	7/30/2009	OHIO PUBLIC EMPLOYEES RETIRE S	5914
907305	7/30/2009	OHIO PUBLIC EMPLOYEES RETIRE S	5914.18
907306	7/30/2009	OHIO PUBLIC EMPLOYEES RETIRE S	16559.45
907307	7/30/2009	ANTHEM BCBS OH GROUP	-7697.29
907308	7/30/2009	ANTHEM BCBS OH GROUP	7697.29
907311	7/30/2009	ADP	18
D00066	5/15/2009	REBECCA WEBER	20.35
D00067	6/11/2009	MICHELLE PELLETIER	27.61
D00068	6/25/2009	JEFFREY OFFENBAKER	146.3
D00069	6/25/2009	KATHERINE JORDAN	66.83
D00070	6/25/2009	SHARON BOWMAN	11.99
D00071	7/21/2009	NANCY KELLEY	23.1
D00072	7/21/2009	REITA LINTON	14.08
T09054	6/3/2009	HUNTINGTON NATIONAL BANK	76.15
T09084	6/30/2009	HUNTINGTON PAYROLL	-49.84
T09101	5/7/2009	HUNTINGTON PAYROLL	47851.42
T09102	5/7/2009	HUNTINGTON MEDICARE	757.99
T09103	5/7/2009	OHIO DEFERRED COMPENSATION	820
T09111	5/22/2009	HUNTINGTON PAYROLL	47273.8
T09112	5/22/2009	HUNTINGTON MEDICARE	746.84
T09113	5/21/2009	OHIO DEFERRED COMPENSATION	795
T09121	6/4/2009	HUNTINGTON PAYROLL	47304.61
T09122	6/4/2009	HUNTINGTON MEDICARE	747.33
T09123	6/4/2009	OHIO DEFERRED COMPENSATION	795
T09131	6/19/2009	HUNTINGTON PAYROLL	47488.82
T09132	6/19/2009	HUNTINGTON MEDICARE	751.2
T09133	6/19/2009	OHIO DEFERRED COMPENSATION	790
T09141	7/2/2009	HUNTINGTON PAYROLL	52975.64
T09142	7/2/2009	HUNTINGTON MEDICARE	816.83
T09143	7/17/2009	OHIO DEFERRED COMPENSATION	740
T09151	7/16/2009	HUNTINGTON PAYROLL	52823.05
T09152	7/16/2009	HUNTINGTON MEDICARE	813.43
T09153	7/17/2009	OHIO DEFERRED COMPENSATION	740
T09161	7/30/2009	HUNTINGTON PAYROLL	44672.74
T09162	7/30/2009	HUNTINGTON MEDICARE	720.29
T09163	7/30/2009	OHIO DEFERRED COMPENSATION	740
T19054	5/15/2009	HUNTINGTON NATIONAL BANK	76.15

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Criss Fund Checking Account

Check. Date.....	Name.....	Amount.....
580 5/5/2009	DAVID SINCLAIR	5000
581 6/2/2009	DAVID SINCLAIR	5000
582 7/2/2009	DAVID SINCLAIR	5000
9055 6/3/2009	HUNTINGTON NATIONAL BANK	-0.28
906151 6/15/2009	HUNTINGTON NATIONAL BANK	0.43
907161 7/16/2009	HUNTINGTON NATIONAL BANK	0.03
T09055 6/3/2009	HUNTINGTON NATIONAL BANK	0.28
T19055 5/15/2009	HUNTINGTON NATIONAL BANK	0.28

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President

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Secretary