

**Licking County Library
Board of Trustees
Minutes for March 26, 2009 Regular Meeting**

The Board of Trustees of the Licking County Library met in regular session on Thursday, March 26, 2009 in the Lower Level Story Hour 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, Mr. Doug Stout, Ms. Amber Schaaf, Mr. Kent Daniels and Mrs. Dreama Hughes

Also present: Tiffany Aumann from the *Newark Advocate* and members of the public

Mrs. Appleman MOVED, and Mr. Claggett SECONDED, and it was unanimously approved to adopt the agenda as presented for the meeting with the addition of executive session at the end of the meeting. 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.

**09-014
Adoption of
Agenda**

Public Comments

Various member of the public voiced their comments and questions to the board of trustees regarding pay cuts for the staff, how to raise money to put a library levy on the ballot and why would the library have to wait until 2010 to put it on the ballot.

Ms. Morrison MOVED, and Mr. Urban SECONDED, and it was unanimously approved the minutes of the January 15, 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.

**09-015
Approval of
Minutes**

Announcements, Presentations & Correspondence

Mrs. Wofter reported on the shelving volunteers group. The library currently has 10 volunteers each volunteering 2 hours per week. The volunteers are retired teachers, a nurse, a professor and a former student assistant. Mr. Riley thanked the volunteers for helping out the library.

Fiscal Officer's Report

It was noted that the Finance Committee reviewed the January 2009, and February 2009 financial reports, bills, payrolls and investments and recommended the approval at their meetings on February 26, 2009 and March 24, 2009. The balance in the General Fund at the end of February was \$428,116.80. Receipts in the General Fund at the end of February were \$310,210.32 which included the State Income Tax distribution of \$287,916.34. Disbursements in the General Fund for February totaled \$272,918.78. Receipts in the Building & Repair Fund for February totaled \$74.99 and disbursements totaled \$15.97. Receipts in the Criss Fund for February totaled \$35.67 and disbursements totaled \$5,036.37.

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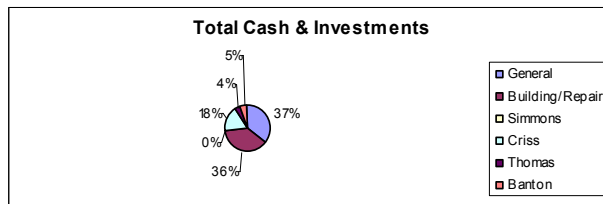
09-016
Approval of January
Financial Reports

Ms. Morrison MOVED, and Mrs. Appleman SECONDED, that the January financial reports, bills, payrolls and investments be approved. 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.



Balances as of January 31, 2009

<u>Fund</u>	<u>Cash</u>	<u>Investments</u>	<u>Total</u>
General	\$269,440.48	\$33,270.88	\$302,711.36
Building/Repair	\$1,117.27	\$301,990.58	\$303,107.85
Simmons	\$0.00	\$659.59	\$659.59
Criss	\$11,006.11	\$141,777.95	\$152,784.06
Thomas	\$0.00	\$31,645.97	\$31,645.97
Banton	\$0.00	\$45,583.90	\$45,583.90
Totals	\$281,563.86	\$554,928.86	\$836,492.72
		Petty Cash	\$2,014.40
Total Cash & Investments			\$838,507.12



Investment Activity through February 3, 2009

Star Ohio Account (monthly yield = .7%):

<u>Fund</u>	<u>January Balance</u>	<u>February Activity</u>	<u>As of 2/3/09</u>
General Fund	\$33,270.88	\$0.00	\$33,270.88
Building/Repair	\$301,990.58	\$0.00	\$301,990.58
Simmons	\$659.59	\$0.00	\$659.59
Criss Fund	\$141,777.95	\$0.00	\$141,777.95
Thomas Fund	\$31,645.97	\$0.00	\$31,645.97
Banton Fund	\$45,583.90	\$0.00	\$45,583.90
TOTAL	\$554,928.86	\$0.00	\$554,928.86

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Estimated February 2009 General Fund Cash Activity

General Fund Cash as of 1/31	\$269,440.48
Conversion of Investments for Cash Management Purpos	\$86,000.00
Petty Cash/Change	\$2,014.40
Total Available	\$357,454.88
Est. February State Tax Revenue	\$287,916.34
Patron Fines / Fees	\$8,600.00
Cash Available	\$653,971.22
Estimated Bills & Payrolls	(\$294,376.13) ¹
Conversion of Excess Cash to Investments	(\$250,000.00)
TOTAL	\$109,595.09

Estimated February 2009 Criss Fund Cash Activity

Criss Fund Cash	\$11,006.11
Conversion of Investments for Cash Management Purpos	\$0.00
Monthly Bill of \$5,000	(\$5,000.00)
Total	\$6,006.11

Notes:

¹ 2 Payrolls (February 12 & February 26) + Bills to be paid in February

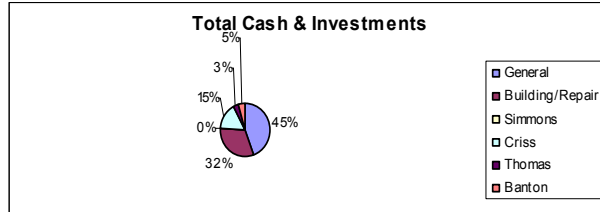
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09-017
 Approval of
 February Fi-
 nancial Re-
 ports

	<p>Licking County Library Cash & Investments Fiscal 2009 - February</p>
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Balances as of February 28, 2009

<u>Fund</u>	<u>Cash</u>	<u>Investments</u>	<u>Total</u>
General	\$192,773.62	\$233,328.77	\$426,102.39
Building/Repair	\$1,101.34	\$302,065.54	\$303,166.88
Simmons	\$0.00	\$659.75	\$659.75
Criss	\$5,970.22	\$141,813.14	\$147,783.36
Thomas	\$0.00	\$31,653.82	\$31,653.82
Banton	\$0.00	\$45,595.21	\$45,595.21
Totals	\$199,845.18	\$755,116.24	\$954,961.42
		Petty Cash	\$2,014.40
Total Cash & Investments			\$956,975.82



Investment Activity through March 3, 2009

Star Ohio Account (monthly yield = .4%):

<u>Fund</u>	<u>February Balance</u>	<u>March Activity</u>	<u>As of 3/4/09</u>
General Fund	\$233,328.77	\$0.00	\$233,328.77
Building/Repair	\$302,065.54	\$0.00	\$302,065.54
Simmons	\$659.75	\$0.00	\$659.75
Criss Fund	\$141,813.14	\$0.00	\$141,813.14
Thomas Fund	\$31,653.82	\$0.00	\$31,653.82
Banton Fund	\$45,595.21	\$0.00	\$45,595.21
TOTAL	\$755,116.24	\$0.00	\$755,116.24

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Estimated March 2009 General Fund Cash Activity

General Fund Cash as of 2/28	\$192,773.62
Conversion of Investments for Cash Management	\$0.00
Petty Cash/Change	\$2,014.40
Total Available	\$194,788.02
Est. March State Tax Revenue	\$161,974.67
Patron Fines / Fees	\$9,400.00
Cash Available	\$366,162.69
Estimated Bills & Payrolls	(\$255,434.21) ¹
Conversion of Excess Cash to Investments	\$0.00
TOTAL	\$110,728.48

Estimated March 2009 Criss Fund Cash Activity

Criss Fund Cash	\$5,970.22
Conversion of Investments for Cash Management	\$25,000.00
Monthly Bill of \$5,000	(\$5,000.00)
Total	\$25,970.22

Notes:

¹ 2 Payrolls (March 12 & March 26) + Bills to be paid in March

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Gifts

09-018
Gifts

Mr. Altmaier MOVED, and Mrs. Myers SECONDED, that the following gifts be accepted:

- Restricted:**
- \$25.00 from Joan Shellenbarger in memory of Jeanne Dowel Adams
To be used at the Mary E. Babcock Library
 - \$100.00 from Barbara Ashbrook in memory of
Jeanne Adams to be used at the Mary E. Babcock Library
 - \$50.00 from Roger and Laurelei Waddell in memory of
Jeanne Adams to be used at the Mary E. Babcock Library
 - \$50.00 from Marjorie Heimerl in memory of Don Heimerl
To be used at the Mary E. Babcock Library
 - \$30.00 from Matt and Rachel Heimerl in honor of Lauren
Heimerl to be used at the Mary E. Babcock Library
 - \$25.00 from Mary Jo Stout to be used at the Mary E.
Babcock Library
 - \$20.00 from Charles Walker in memory of Don Heimerl
To be used at the Mary E. Babcock Library
- Unrestricted:**
- \$2.06 Anonymous
- Items:**
- 1 copy of "Tales of Beedle the Bard" by J.K Rowling from
Eddie Razler
 - 6 copies of "A Bicentennial History of Licking County, Ohio
1808-2008 from The Licking County Bicentennial Commission
 - 1 copy of "Love Your Life" by Victoria Osteen from the Unity Reading
Circle in memory of Mrs. Ginny (Robert) Mercer
 - 1 copy of "The Great Composers" from the Unity Reading Circle
In memory of Mrs. Betty (Wilbur) Union
 - 1 copy of "The Ohio Federation of Business and Professional Women
2008-2009 Back to the Future Cookbook" from Shirley Cochran
 - 1 copy of "Lindbergh: Flight's Enigmatic Hero" from Hazel
Almendinger in memory of Tom Dague
 - 1 copy of "1776-David McCullough" from Hazel Almendinger
In memory of Ed Venard

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1 copy of "Images of America-Mount Calvary Cemetery" from
Deanna J. Hedges in memory of William A. Hedges

1 copy of "200 Greatest Destinations: Art, History, Nature" from
Unity Reading Circle in memory of Margaret Beard

Binding from Sir Speedy from Dan Fleming

Boxes of various books from the estate of the late
James Isenberg from Judith Sarkisian

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.

Mrs. Lodge reported that the auditors arrived March 23, 2009 and left today. Mr. Altmaier asked when the library could expect a report back from the auditors. Mrs. Lodge responded that we should receive an initial report by next week.

The Finance Committee recommended the proposed 2009 Permanent Budgets for the General Fund, Building & Repair Fund, Criss Fund, Banton Fund, Simmons Fund and the Thomas Fund that were presented to the Finance Committee be approved. Ms. Morrison MOVED, and Mr. Urban SECONDED that the Permanent Budgets be approved. 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.

Mrs. Lodge reviewed a proposal to reduce the amount of daily funds provided for 3 of the cash registers at the Newark Library. She proposed that all registers except for circulation follow the same procedures as the branches for handling the money bags. Mrs. Lodge would deposit the \$838.00 in reduction in change funds into the General Fund checking account. Ms. Morrison, MOVED and Mrs. Appleman SECONDED that to accept the proposed cash register change fund allocations 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.

09-019
Accept
Proposed Cash
Register
Change

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The Director and Fiscal Officer presented the potential to offering Debit/Credit Cards service for payment of library fines and fees. The Finance Committee proposed to re-visit this topic at a future meeting date.

The Director and the Fiscal Officer reported that they met with a representative from the Hylant Group to learn more about the Ohio Plan for property and casualty insurance coverage. Mrs. Lodge reported on some of the differences between the Ohio Plan's coverage and the library's current coverage. Mrs. Lodge will be obtaining a broken down premium quote to present to the board.

Finance Committee Meeting

The Director reported on the March 24, 2009 Finance Committee meeting. He reported on the economic plan for the 2009 General Fund Permanent Budget. The Public Library Fund will be less than what the library received in 2008. A survey of different scenarios were given out to staff to take anonymously. The results of the survey showed scenario F4 as the most favorable results among staff. Scenario F4 would consist of a reduction in annual hourly rates by 4%; reduces dental premiums to 50% and reduces vision insurance premiums to 75%; reduces library materials spending by 20% and eliminates zero jobs.

Ms. Morrison MOVED and Mr. Altmaier SECONDED that the 2009-2011 budget outlook scenario F4 be approved. 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.

**09-020
2009-2011
Budget Out-
look Scenario
F4**

Marketing & Library Services Committee Meeting

Chair of the Committee, Laura A. Appleman discussed a new Collection Development Policy for meeting patrons needs with both print and non-print materials. The committee agreed the new policy was acceptable. Mrs. Appleman MOVED and Mrs. Myers, SECONDED that the new Collection Development Policy be approved. 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.

**09-021
Collection
Development
Policy**

Mrs. Wofter and Mrs. Appleman reviewed the Classroom Collection Policy and recommended that the policy should be changed to a service component of the Library rather than a policy statement of the Board. This would give staff the flexibility to change the program to best suit the needs of the public. Mrs. Appleman MOVED, and Mr. Claggett, SECONDED to approve the Classroom Collection Program as a service component of the Library rather than a policy statement of the Board. 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.

**09-022
Classroom
Collection
Program**

Mrs. Appleman discussed a new policy statement about circulating library materials. The statement states that circulating materials are available to any person possessing a valid Licking County Library card with the exact parameters of service be determined by the Director. Mrs. Appleman MOVED, and Ms. Morrison SECONDED, that approval be given to accept the Circulation Policy as submitted with the actual circulation service parameters left to the administrative discretion of the Director. 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.

**09-023
Circulation
Policy**

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Mrs. Appleman reviewed a draft of a new library card registration policy which required the signature of a parent or legal guardian for anyone under the age of 18. This was changed from the current policy which allows for any adult willing to assume the responsibility for a minor to do so. After a discussion of the current and proposed policy, the Committee decided to retain the current legal responsibility statement . No action required.

Mrs. Appleman reviewed a draft of a revised Library Meeting Room Policy which updates our new name and clarifies several areas of service which we will or will not provide to a group booking the meeting room. A copy of the guidelines for meeting room use was also reviewed. Mrs. Appleman MOVED, and Ms. Morrison SECONDED, that approval be given to make minor changes to the Library Meeting Room Policy. 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.

**09-024
Library Meeting Room Policy Changes**

Director's Report

Personnel Report

Mr. Altmaier MOVED, and Mrs. Appleman SECONDED, that the following personnel change be approved.

**09-025
Personnel Changes**

FMLA Request

Christine Slaughter	Main/AV Clerk III	
	Begin: 04.30.09*	End: 05.19.09*

* Dates are approximate depending upon actual number of leave hours available at the time of the leave and the doctor's certification to return to work

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.

Old Business

None

New Business

Mr. Urban spoke about why the library needs a levy and what steps the Director and the Board of Trustees need to take. The Director said that he would start putting together a schedule to show when each step would need to take place. The Director also, spoke about the public funds, private donations and separate bank funds and address separate from the library. Various members of the public spoke about wanting more P.R. about the levy and what it would cost for homeowners.

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Mr. Claggett MOVED, and Mrs. Appleman SECONDED, that the regular portion of the meeting be adjourned, and reconvene in Executive Session to discuss a personnel matter. Board President Mr. Riley reported that there would be no actionable items from the Executive Session.

There being no further business, the President declared the regular portion of the meeting adjourned at 4:45 p.m.

The next meeting will be held on Thursday, May 21, 2009 at 4:00 p.m. in the second floor Conference Room at the Newark Library of the Licking County Library.

List of Checks

National City Checking Account

Check.	Date.....	Name.....	Amount.....
28721	1/15/2009	ALL COUNTY PEST CONTROL	40
28722	1/15/2009	BOOK PAGE	648
28723	1/15/2009	BOOK WHOLESALERS, INC.	223.78
28724	1/15/2009	BOOKLETTERS	2100
28725	1/15/2009	BUCKEYE LINEN SERVICE	92.4
28726	1/15/2009	BUSINESS FIRST	99
28727	1/15/2009	CDWG GOVERNMENT, INC.	2272.8
28728	1/15/2009	CHAMBER OF COMMERCE OF	52.25
28729	1/15/2009	COLONIAL SUPPLEMENTAL INS. CO.	279.38
28730	1/15/2009	DATA DESIGN	339.74
28731	1/15/2009	EBSCO SUBSCRIPTION SERVICES	19298.02
28732	1/15/2009	ENGLEFIELD OIL CO.	200.62
28733	1/15/2009	HOLLAND ELECTRIC	509.72
28734	1/15/2009	INDEX BLUE	600
28735	1/15/2009	JOHNSTOWN JOURNAL	19.95
28736	1/15/2009	MIDWEST TAPE EXCHANGE	929.75
28737	1/15/2009	OFFICE DEPOT	15.24
28738	1/15/2009	OHIO LIBRARY COUNCIL	2552.33
28739	1/15/2009	OHIONET	7260.32
28740	1/15/2009	SANDERSON CMI, INC.	2885.95
28741	1/15/2009	SIRSIDYNIX, INC.	31771.64
28742	1/15/2009	STAPLES BUSINESS ADVANTAGE	164.85
28743	1/15/2009	TRI-COUNTY RADIOLOGISTS, INC	29
28744	1/15/2009	UNIQUE MANAGEMENT SERVICES, IN	554.9
901061	1/6/2009	AMERICAN ELECTRIC POWER	72.28
901062	1/16/2009	AT&T	2000
901071	1/7/2009	COLUMBIA GAS	13.08
901081	1/8/2009	ADP	292.28

**09-026
Adjourn Regular
Portion of the
Meeting**

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901091	1/9/2009	WINDSTREAM	140.6
901121	1/12/2009	AMERICAN ELECTRIC POWER	45.28
901122	1/12/2009	AMERICAN ELECTRIC POWER	4614.96
901123	1/12/2009	EMBARQ	100.51
901124	1/12/2009	WASTE MANAGEMENT OF OHIO	21.35
901125	1/12/2009	WASTE MANAGEMENT OF OHIO	117.91
901141	1/14/2009	CITY OF NEWARK-WATER DEPT.	523.26
901142	1/14/2009	CITY OF NEWARK-WATER DEPT.	7.56
901143	1/14/2009	CITY OF NEWARK-WATER DEPT.	57.75
901144	1/14/2009	FRANCOTYP-POSTALIA, INC.	1000
901151	1/15/2009	ADP	70.12
901161	1/16/2009	THE ENERGY COOPERATIVE	1453.94
901162	1/16/2009	VERIZON WIRELESS	126.72
901163	1/16/2009	OHIO DEPARTMENT OF TAXATION	288.22
901211	1/21/2009	METROMEDIA ENERGY INC.	1279.68
901221	1/22/2009	ADP	301.88
901231	1/23/2009	EMBARQ	62.08
901232	1/23/2009	EMBARQ	116.36
901299	1/29/2009	SPRINT	31.36
901301	1/30/2009	NATIONAL CITY BANK	32.75
901302	1/30/2009	NATIONAL CITY BANK	37.4
901303	1/30/2009	NATIONAL CITY BANK	19.23
901304	1/30/2009	NATIONAL CITY BANK	49.95
902051	2/5/2009	ADP	211.66
902052	2/5/2009	COLUMBIA GAS	13.08
902191	2/19/2009	ADP	243.72
902251	2/25/2009	ADP	1021.37
90225A	2/25/2009	ADP	-1021.37
D00053	1/15/2009	AMY GANTT	5.62
D00054	1/15/2009	DEBRA K. HOLMAN	32.18
T09012	1/2/2009	NATIONAL CITY BANK-IRS-	1258.51
T09013	1/2/2009	OHIO DEFERRED COMPENSATION	945
T09021	1/15/2009	NPL PAYROLL	60389.01
T09022	1/15/2009	NATIONAL CITY BANK-IRS-	939.47
T09023	1/15/2009	OHIO DEFERRED COMPENSATION	945
T09031	1/29/2009	NPL PAYROLL	61398.38
T09032	1/29/2009	NATIONAL CITY BANK-IRS-	869.43
t09011	1/2/2009	NPL PAYROLL	82862.09

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List of Bills

Huntington Checking Account

Check. Date.....	Name.....	Amount.....
29476 1/30/2009	ALL COUNTY PEST CONTROL	80
29477 1/30/2009	ANTHEM BCBS OH GROUP	23009.55
29478 1/30/2009	ANTHEM LIFE INSURANCE COMPANY	101.01
29479 1/30/2009	AQUA SCIENCE, INC.	35
29480 1/30/2009	ARWEBB OFFICE EQUIPMENT	13.78
29481 1/30/2009	BAYSCAN TECHNOLOGIES	58.5
29482 1/30/2009	BP	136.97
29483 1/30/2009	BUCK'S LAWN SERVICE	1275
29484 1/30/2009	CINDY RIPKO	22.95
29485 1/30/2009	CLEAN INNOVATIONS	978.15
29486 1/30/2009	CORESOURCE, INC.	2426.33
29487 1/30/2009	DEMCO	508.42
29488 1/30/2009	DIEHL OFFICE EQUIP CO.	11.67
29489 1/30/2009	LICKING MEMORIAL HOSPITAL	524.88
29490 1/30/2009	MT BUSINESS TECHNOLOGIES	2774.28
29491 1/30/2009	NATIONAL CITY BANK	44.89
29492 1/30/2009	NEWSPAPER NETWORK CENTRAL OHIO	21.05
29493 1/30/2009	OFFICE DEPOT	344
29494 1/30/2009	OHIO DEPT. JOB/FAMILY SERVICES	2529.24
29495 1/30/2009	TRONITECH WESTERN, LLC	217.8
29496 1/30/2009	VISION SERVICE PLAN - (OH)	357.42
29497 2/10/2009	BAYSCAN TECHNOLOGIES	112
29498 2/10/2009	BUCK'S LAWN SERVICE	1615
29499 2/10/2009	BUCKEYE LINEN SERVICE	68.9
29500 2/10/2009	COLONIAL SUPPLEMENTAL INS. CO.	558.76
29501 2/10/2009	DAVE RILEY'S DRAIN SERVICES	65
29502 2/10/2009	ENGLEFIELD OIL CO.	217.28
29503 2/10/2009	GUTRIDGE PLUMBING	640
29504 2/10/2009	HUGH ARCHER	4
29505 2/10/2009	IOWA 80 GROUP	28.99
29506 2/10/2009	JOHNSON CONTROLS, INC.	1616
29507 2/10/2009	LMH HEALTH PROFESSIONALS	189
29508 2/10/2009	LMHP EMERGENCY MEDICINE	364
29509 2/10/2009	MAIN HARDWARE	1.26
29510 2/10/2009	MICHAEL L. SMITH, TREASURER	120
29511 2/10/2009	OFFICE DEPOT	15.24
29512 2/10/2009	UNIQUE MANAGEMENT SERVICES, IN	295.35
29513 2/10/2009	XEROX CORPORATION	247.45

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29514	2/20/2009	ADT	277.31
29515	2/20/2009	ALL COUNTY PEST CONTROL	40
29518	2/20/2009	AMAZON/GE MONEY BANK	597.85
29520	2/20/2009	BAKER & TAYLOR L31977-2	15580.49
29521	2/20/2009	BONNIE HUNT	78
29522	2/20/2009	BOOK WHOLESALERS, INC.	123.46
29523	2/20/2009	BUCK'S LAWN SERVICE	1325
29524	2/20/2009	BUREAU WORKERS' COMPENSATION	6215.5
29525	2/20/2009	CHELSEA HOUSE PUBLISHERS	157.16
29526	2/20/2009	DAVID N. ATHERTON	29.99
29527	2/20/2009	INTELLIGENT MAILING SOLUTIONS	192.03
29528	2/20/2009	JOHNSON CONTROLS, INC.	420
29529	2/20/2009	LOGISTECH, INC.	41.53
29531	2/20/2009	MIDWEST TAPE EXCHANGE	4608.08
29532	2/20/2009	MT BUSINESS TECHNOLOGIES	2879.38
29533	2/20/2009	NATIONAL CITY BANK	157.97
29534	2/20/2009	NATIONAL CITY BANK	43.53
29535	2/20/2009	OHIONET	9829.97
29536	2/20/2009	OXFORD UNIVERSITY PRESS	97.98
29537	2/20/2009	RANDOM HOUSE, INC	352
29538	2/20/2009	REBECCA WEBER	6.94
29539	2/20/2009	THOMSON WEST	9.2
29540	2/20/2009	ULVERSCROFT LARGE PRINT USA	83.98
29541	2/27/2009	ANTHEM BCBS OH GROUP	36654.75
29542	2/27/2009	ANTHEM LIFE INSURANCE COMPANY	156
29543	2/27/2009	BUCKEYE LINEN SERVICE	21.75
29544	2/27/2009	CORESOURCE, INC.	2268.68
29545	2/27/2009	JOHNSON CONTROLS, INC.	3785.99
29546	2/27/2009	LICKING COUNTY LIBRARY	74.4
29547	2/27/2009	OHIO DEPT. JOB/FAMILY SERVICES	10143.84
29548	2/27/2009	VISION SERVICE PLAN - (OH)	385.52
901281	1/28/2009	CITY OF NEWARK-WATER DEPT.	30.03
901282	1/28/2009	COLUMBIA GAS	728.83
901291	1/29/2009	AT&T	2000
901292	1/29/2009	WINDSTREAM	575.84
901293	1/29/2009	WINDSTREAM	1046.62
902021	2/2/2009	WASTE MANAGEMENT OF OHIO	21.25
902022	2/2/2009	WASTE MANAGEMENT OF OHIO	117.3
902031	2/3/2009	AMERICAN ELECTRIC POWER	602.14
902061	2/6/2009	AMERICAN ELECTRIC POWER	72.79
902091	2/9/2009	CITY OF NEWARK-WATER DEPT.	60.5
902092	2/9/2009	CITY OF NEWARK-WATER DEPT.	394.37
902093	2/9/2009	CITY OF NEWARK-WATER DEPT.	7.56

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902101	2/10/2009	THE ENERGY COOPERATIVE	1645.49
902111	2/11/2009	EMBARQ	98.78
902121	2/12/2009	WINDSTREAM	137.29
902122	2/12/2009	AMERICAN ELECTRIC POWER	4369.38
902161	2/16/2009	AMERICAN ELECTRIC POWER	44.7
902181	2/18/2009	METROMEDIA ENERGY INC.	3359.35
902182	2/18/2009	VERIZON WIRELESS	126.61
902201	2/20/2009	EMBARQ	62.08
902241	2/24/2009	EMBARQ	116.36
902251	2/25/2009	COLUMBIA GAS	860.74
90225S	2/25/2009	ADP	1021.37
902261	2/26/2009	CITY OF NEWARK-WATER DEPT.	30.03
902262	2/26/2009	SPRINT	41.52
902263	2/26/2009	ADP	80
902271	2/27/2009	WINDSTREAM	575.84
902272	2/27/2009	WINDSTREAM	1073.61
902273	2/27/2009	OHIO PUBLIC EMPLOYEES RETIRE S	27633.85
902274	2/27/2009	OHIO PUBLIC EMPLOYEES RETIRE S	6391.1
902275	2/27/2009	OHIO PUBLIC EMPLOYEES RETIRE S	6417.74
902276	2/27/2009	OHIO PUBLIC EMPLOYEES RETIRE S	6929.68
D00055	1/30/2009	KATHERINE JORDAN	2.93
D00056	2/27/2009	JOSHUA PROFFIT	201.3
D00057	2/27/2009	SUE BLAHA	12.54
T02283	2/28/2009	HUNTINGTON NATIONAL BANK	82.86
T09033	2/2/2009	OHIO DEFERRED COMPENSATION	945
T09041	2/12/2009	HUNTINGTON PAYROLL	51303.08
T09042	2/12/2009	HUNTINGTON MEDICARE	812.26
T09043	2/12/2009	OHIO DEFERRED COMPENSATION	945
T09051	2/24/2009	HUNTINGTON PAYROLL	51303.08
T09052	2/24/2009	HUNTINGTON MEDICARE	812.26
T09053	2/26/2009	OHIO DEFERRED COMPENSATION	945

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Criss Fund Checking

Check.	Date.....	Name.....	Amount.....
576	1/22/2009	DAVID SINCLAIR	5000
577	2/10/2009	DAVID SINCLAIR	5000
T02281	2/28/2009	HUNTINGTON NATIONAL BANK	36.37

Building & Repair Fund Checking

Check.	Date.....	Name.....	Amount.....
T02282	2/26/2009	HUNTINGTON NATIONAL BANK	15.97

President

Secretary