

**Minutes
Board of Trustees
Licking County Library
Special Board Meeting
April 7, 2014**

The Board of Trustees met in special session on Monday, April 7, 2014 in the 2nd Floor Conference Room of the Main Library. President Mr. Barry M. Riley called the meeting to order at 3:05 p.m. The following trustees answered the roll call of President Mr. Barry M. Riley: Mr. Martin (Marty) Altmaier, Mrs. Ruth Campolo, Mr. Thad Claggett, Ms. Martha (Marty) Morrison, Mrs. Kathy Myers, Mr. Don Urban and Mr. Barry M. Riley.

Staff Present: Mrs. Babette Wofter, Director; Mrs. Sandra Lodge, Fiscal Officer; Ms. Tracey Wolfle, Human Resources Manager; Mrs. Tracy Groves, Administrative Assistant; Doug Stout, Head of Circulation & Building Services, and Ms. Jessica Dye, Deputy Fiscal Officer.

Other: John Uible, Julie Uible, Ron Bower, and Luconda Dager

Adoption of Agenda

The Board of Trustees unanimously agreed to adopt the agenda as presented. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Urban, Yes; and Mr. Riley, Yes. The President declared the motion passed.

014-029
Adoption of
Agenda

Public Comments

None

2014 Levy Campaign Timeline/Marketing Plan

Mrs. Wofter presented a draft of a Timeline of Activities for the 2014 Levy Campaign. Copies of the draft were passed out and reviewed.

Committee Chairs & other volunteers

Ballot Issue Committee:

Co-chairs: John & Julie Uible
Treasurer: Luconda Dager
Fundraising: Kathy Myers/Ruth Campolo
Special Events Planner: Babette Wofter
Database Manager: Sandra Lodge

Additional volunteers were discussed to serve as committee members.

Financial Update & Fundraising

The planning process for the 2014 Tax Levy Budget was discussed.

Old Business

Mr. Claggett MOVED and Mr. Altmaier SECONDED approval of a Security Guard Job Description & Schedule. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Urban, Yes; and Mr. Riley, Yes. The President declared the motion passed.

Mrs. Wofter requested the signatures of the Board President and Board Secretary on the updated leases for the Buckeye Lake Library and the Hervey Memorial Library. The Hebron Library lease will be forthcoming.

Mr. Claggett MOVED and Mr. Altmaier SECONDED the approval to convey two parcels located at 89 W. Canal Street and 93/95 W. Canal Street to the City of Newark and acquire the North/South alley that runs between 101 W. Main Street and 107 W. Main Street and the East/West alley south of 107 W. Main Street. Roll Call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Ms. Morrison, Yes; Mrs. Myers, Yes; Mr. Urban, Yes; and Mr. Riley, Yes. The President declared the motion passed.

New Business

None

There being no further business, the President declared the meeting adjourned at 4:40 p.m.

President

Secretary

014-030
Approval of
Job Description
of Security
Guard and
Schedule

014-031
Approval to
convey two real
estate parcels
to the City of
Newark &
acquire
North/South
alley &
East/West alley