

**MINUTES OF THE ORGANIZATIONAL MEETING
OF THE PORTSMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
January 15, 2019**

The Trustees of the Portsmouth Public Library met on this date at 12:22 p.m. to set the organization of the Board for 2019, adopt the 2019 estimated revenue and appropriations, nominate 2019 Committees, and set dates and times of Board Meetings. The following members were present: Mr. Ryan Salmons – President of the Board; Mrs. Kara Tieman – Vice President; Mr. Ralph Clay – Secretary; Mrs. Tamela Morton – Board Member and Mr. Richard Schisler – Board Member. Paige Williams – Director, Leah Jenkins – Fiscal Officer and Hannah Robinson – Deputy Fiscal Officer were also in attendance.

The nominating committee recommended Mrs. Kara Tieman for President, Mr. Ryan Salmons for Vice-President and Mr. Ralph Clay for Secretary.

On motion of Mr. Schisler, seconded by Mrs. Morton, and unanimously carried to nominate and elect Kara Tieman to President of the Board of Trustees.

On motion of Mr. Schisler, seconded by Mr. Clay, and unanimously carried to nominate and elect Ryan Salmons to Vice-President of the Board of Trustees.

On motion of Mr. Schisler, seconded by Mrs. Morton, and unanimously carried to nominate and elect Ralph Clay to Secretary of the Board of Trustees.

On motion of Mr. Schisler, seconded by Mr. Clay, and unanimously carried Leah Jenkins was nominated for the office of Fiscal Officer. Said Fiscal Officer to furnish bond in the sum of \$100,000.00, payable to the Board of Trustees of the library, conditioned according to law. The Fiscal Officer presented such bond therefore the Board of Trustees hereby approves the sum of \$100,000.00, with the Cincinnati Insurance Company, Cincinnati, Ohio, as surety, the same.

On motion of Mr. Schisler, seconded by Mrs. Morton, and unanimously carried Hannah Robinson was nominated for the office of Deputy Fiscal Officer. Said Fiscal Officer to furnish bond in the sum of \$100,000.00, payable to the Board of Trustees of the library, conditioned according to law. The Fiscal Officer presented such bond therefore the Board of Trustees hereby approves the sum of \$100,000.00, with the Cincinnati Insurance Company, Cincinnati, Ohio, as surety, the same.

On motion of Mrs. Tieman, seconded by Mrs. Morton, the following 2019 Estimated Revenue and Appropriations are adopted:

2019 Estimated Revenue and Appropriations

Estimated Revenue

101-00-4-1100 Public Library Fund (PLF)	\$2,486,000.00
101-00-4-1210 General Property Tax	900,000.00
101-00-4-3000s Patron Fines & Fees	46,500.00
101-00-4-4000s Interest	50,000.00
101-00-4-6000s Contributions	12,000.00
101-00-4-8000s Sale of Surplus, Rental & Reimbursements	10,000.00
TOTAL	\$3,504,500.00

Appropriations

Account	
101-00-5-1000s Payroll & Benefits	\$2,086,500.00
101-00-5-2000s General Operating Supplies	93,500.00
101-00-5-3000s Utilities & Maintenance	493,500.00
101-00-5-4000s Library Materials Expenses	302,000.00
101-00-5-5000s Building & Equipment Expenses	195,000.00
101-00-5-7000s Entity Dues & Memberships	8,000.00
GRAND TOTAL FUND 101	\$3,178,500.00

2-2019

On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Clay, yes; Mr. Salmons, yes and Mr. Schisler, yes.

Request for 2019 Committees (Informational) – Ryan Salmons was substituted for Kara Tieman as the Chair on the Audit, Budget & Expenditure Committee, and as a member on the Property & Extension and Personnel Committees. Richard Schisler was requested to replace Joseph Patti, as Chair of the Policy Community.

On motion of Mr. Schisler, seconded by Mr. Clay and unanimously carried, that the Library's regular meeting of the Board of Trustees of the Portsmouth Public Library will be at the office of the Library at 12:00 p.m. on the 3rd Tuesday of each month during the year, unless otherwise ordered by the Board of Trustees.

On motion of Mr. Clay, seconded by Mrs. Tieman, and unanimously carried to excuse Ms. Brush from the January 15, 2019 Organizational Board Meeting.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:35 p.m.

Approved this 19th day of February 2019.



Kara Tieman, President



Ralph Clay, Secretary