

**MINUTES OF THE SPECIAL MEETING  
PORTSMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES  
January 14, 2020**

The Trustees of the Portsmouth Public Library met in a special meeting on this date at 9:25 a.m. at the Library to discuss 2019 donations, transfers, adjustment of estimated year-end revenue to actual revenue, as well as to close books for the year 2019. On roll call, the following members were present: Mrs. Kara Tieman – President of the Board; Mr. Ryan Salmons – Vice-President; Mrs. Tamela Morton – Board Member and Ms. Ruthann Brush – Board Member. Representing the library were Paige Williams – Director, Dylan Markins – Fiscal Officer and Hannah Robinson – Deputy Fiscal Officer.

On motion of Mr. Salmons, seconded by Mrs. Morton, to accept the following donations for December 2019 in the amount of \$3,223.91:

|                                  |                 |
|----------------------------------|-----------------|
| From:                            |                 |
| Portsmouth Rotary                | \$2,200.00      |
| Kroger Community Rewards         | \$523.91        |
| <u>WSAZ Children's Charities</u> | <u>\$500.00</u> |
| Total                            | \$3,223.91      |

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

On motion of Mrs. Morton, seconded by Mr. Salmons, to approve a transfer from the U.S. Bank Account 3390 (General) to Account 4181 (HRA) in the amount of \$20,000.00 for 2020. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes and Ms. Brush, yes.

On motion of Mr. Salmons, seconded by Ms. Brush, to approve the adjustment of estimated revenue at the year-end to actual revenue as noted on the Amended Certificate to the Scioto County Auditor. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes and Ms. Brush, yes.

On motion of Mrs. Morton, seconded by Ms. Brush, to accept and close the books for 2019 year-end. On roll call, the members voted as follows: Mrs. Morton, yes; Mrs. Tieman, yes; Mr. Salmons, yes and Ms. Brush, yes.

On motion of Ms. Brush, seconded by Mrs. Morton and unanimously carried, to excuse Mr. Ralph Clay, Mr. Richard Schisler and Dr. Charles Kemp from the January 14, 2020 Special Board meeting is approved.

There being no further business, on motion duly made and seconded, adjournment was taken at 9:28 a.m.

Approved this 18<sup>th</sup> day of February, 2020.

  
Kara Tieman, President

  
Tamela Morton, Secretary Pro-Tem