

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

The Portsmouth Public Library Board of Trustees met in a Special Meeting on this date at 12:12 p.m. On roll call, the following members were present: Mr. Ryan Salmons – President of the Board; Mrs. Kara Tieman – Vice President; Mr. Ralph Clay – Secretary of the Board; Mrs. Tamela Morton – Board Member and Mr. Richard Schisler – Board Member. Representing the library were Paige Williams – Director, Leah Jenkins – Fiscal Officer and Hannah Robinson - Deputy Fiscal Officer.

On motion of Mrs. Tieman, seconded by Mr. Schisler, to accept donations for the period of April - December 31, 2018 in the amount of \$40,054.73.

Estate of Marian Caskey.....	\$34,851.01
Scioto Foundation.....	\$1,000.00
Kroger Rewards.....	\$1,797.93
WSAZ Children’s Charities.....	\$500.00
R.F. Chapman CO.....	\$500.00
Anonymous.....	\$1,405.79
Total.....	\$40,054.73

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

On motion of Mrs. Morton, seconded by Mrs. Tieman, to approve the following transfer in the amount of \$46,000.00.

FROM:	
101-00-5-3700 Professional Services	\$22,000.00
101-00-5-5520 Technology	\$24,000.00
TO:	
101-00-5-1400 Retirement Benefits	\$46,000.00

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


On motion of Mr. Schisler, seconded by Mr. Clay, to approve the adjustment of estimated revenue at the year-end to actual revenue. On roll call, the members voted as follows: Mrs. Morton, yes; Mr. Schisler, yes; Mrs. Tieman, yes; Mr. Salmons, yes and Mr. Clay, yes.


On motion of Mrs. Morton, seconded by Mr. Clay, to accept and close the books for 2018 year-end with an ending balance of \$4,951,590.20. On roll call, the members voted as follows: Mrs. Morton, yes; Mr. Schisler, yes; Mrs. Tieman, yes; Mr. Salmons, yes and Mr. Clay, yes.

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

There being no further business, on motion duly made and seconded, adjournment was taken at 12:20 p.m.

Approved this 19<sup>th</sup> day of February, 2019.

  
Ryan Salmons, President

  
Ralph Clay, Secretary