
UPPER ARLINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES SPECIAL MEETING
AGENDA FOR DECEMBER 16, 2016 AT 9:50 AM

1. Call to Order
2. Excused Absences
3. Public Comments
4. Resolution to Maintain Current Bank Accounts with Huntington P. 1-2
5. Resolution to Add Bank Account P. 3-4
6. Resolution to Move General Fund Monies to FSA Fund P. 5
7. Resolution to Approve Permanent Appropriations P. 6
8. Adjournment

Next Board Meeting: Tuesday, January 17, 2017 at 5 p.m. in Meeting Room B



Resolution XX-16

Account Number X3239X0370X4065

**Resolution to Maintain a Bank
Account
UAPL**

The undersigned hereby certifies to The Huntington National Bank that: I am the

(insert official title)

and, as such, I am familiar with the records and proceedings of:

UPPER ARLINGTON PUBLIC LIBRARY
(insert name of governmental entity)

(the "Public Entity"), a governmental entity duly organized and existing under the laws of the
State of OHIO

the following is a true, accurate and compared copy of resolutions duly adopted by the Public Entity, and that the resolutions have not been rescinded, modified or revoked and are in full force and effect.

RESOLVED, that:

- (i) The Huntington National Bank (the "Bank"), as a national banking association, is qualified under applicable law and regulations to be a depository for the Public Entity and is hereby designated as a depository of the Public Entity;
- (ii) one or more account(s) may be opened and maintained in the name of the Public Entity, in accordance with the rules and regulations or procedures of the Bank pertaining to such accounts as amended by the Bank from time to time, or as otherwise amended by a written agreement between the Public Entity and Bank;
- (iii) any of the individuals whose names are set forth in (iv), below or, whose genuine signatures appear on separate cards dated and filed with the Bank, (collectively the "Authorized Signatories" and individually an "Authorized Signatory") are hereby authorized to act individually on behalf of the Public Entity and in its name to:
 - a. sign checks, drafts, notes, bills of exchange, acceptances, or other orders for payment of funds from any account maintained by the Public Entity;
 - b. indorse checks, drafts, notes, bills, certificates of deposit, or other instruments owned or held by the Public Entity for deposit in any such account, or for collection or discount by the Bank;
 - c. identify, approve and guarantee the indorsements of any and all checks and drafts drawn by the Public Entity;
 - d. waive demand, protest, and notice of protest, or dishonor of any check, draft, note, bill, certificates of deposit or other instruments made, drawn, or indorsed by the Public Entity;
 - e. act for the Public Entity in the transaction of all other business (whether or not it is of the kind, nature or character specified in this certificate) on the Public Entity's behalf with the Bank, including but not limited to executing contracts and delegating person to engage in transaction in connection with such contracts;
 - f. open and maintain an account in the name of the Public Entity (any account so opened shall be bound by the provisions of this certificate);
 - g. certify to the Bank the names of the Authorized Signatories and shall certify such change to the Bank, and the Bank shall be fully protected in relying on such certification, or refusing to honor the signature of any individual not so certified;
 - h. delegate other person(s) to perform any of the foregoing acts;

(iv) Names or Titles of Authorized Signatories:

SARAH E MUELLER, PRESIDENT, UAPL BOARD OF TRUSTEES
SARAH BRICKNER, ACTING FISCAL OFFICER
JOHN M YESSO, VICE-PRESIDENT, UAPL BOARD OF TRUSTEES

(When only titles are used, this resolution must be accompanied by an Incumbency Certificate)

FURTHER RESOLVED, that:

- (i) the Bank is authorized to honor, receive, certify, or pay all instruments signed in accordance with this certificate even though drawn or indorsed to the order of any Authorized Signatory signing the same, tendered for cash, or in payment of a personal obligation or for deposit into a personal account of said Authorized Signatory and the Bank is not required or obligated to inquire into the circumstances of the issuance or use of any instrument signed in accordance with this certificate, or the application, or disposition of such instrument, or the proceeds thereof;
- (ii) overdrafts, if any, shall not be considered to be a loan; and
- (iii) the provisions of this certificate shall remain in full force and effect until written notice of its amendment or rescission shall have been received by the Bank and the Bank has a reasonable amount of time to act upon such notice, and that receipt of such notice shall not affect any action taken by the Bank prior thereto.

FURTHER RESOLVED, that the undersigned be, and hereby is, authorized and directed to certify to the Bank the foregoing resolutions and that the provisions thereof are in conformity with the laws and regulations governing the Public Entity.

I further certify that there is no provision in the law or regulations governing the Public Entity which limits the power of the Public Entity to pass the foregoing resolutions and that the same are in conformity with the law and regulations governing the Public Entity, have not been modified or rescinded and are in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name this _____ day of _____, 20_____.

Public Official:

Witness:



Resolution XX-16

Account Number X3239X0370X4065

Resolution to Add a Bank Account

UAPL

The undersigned hereby certifies to The Huntington National Bank that: I am the

(insert official title)

and, as such, I am familiar with the records and proceedings of:

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(insert name of governmental entity)

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- (ii) one or more account(s) may be opened and maintained in the name of the Public Entity, in accordance with the rules and regulations or procedures of the Bank pertaining to such accounts as amended by the Bank from time to time, or as otherwise amended by a written agreement between the Public Entity and Bank;
- (iii) any of the individuals whose names are set forth in (iv), below or, whose genuine signatures appear on separate cards dated and filed with the Bank, (collectively the "Authorized Signatories" and individually an "Authorized Signatory") are hereby authorized to act individually on behalf of the Public Entity and in its name to:
 - a. sign checks, drafts, notes, bills of exchange, acceptances, or other orders for payment of funds from any account maintained by the Public Entity;
 - b. indorse checks, drafts, notes, bills, certificates of deposit, or other instruments owned or held by the Public Entity for deposit in any such account, or for collection or discount by the Bank;
 - c. identify, approve and guarantee the indorsements of any and all checks and drafts drawn by the Public Entity;
 - d. waive demand, protest, and notice of protest, or dishonor of any check, draft, note, bill, certificates of deposit or other instruments made, drawn, or indorsed by the Public Entity;
 - e. act for the Public Entity in the transaction of all other business (whether or not it is of the kind, nature or character specified in this certificate) on the Public Entity's behalf with the Bank, including but not limited to executing contracts and delegating person to engage in transaction in connection with such contracts;
 - f. open and maintain an account in the name of the Public Entity (any account so opened shall be bound by the provisions of this certificate);
 - g. certify to the Bank the names of the Authorized Signatories and shall certify such change to the Bank, and the Bank shall be fully protected in relying on such certification, or refusing to honor the signature of any individual not so certified;
 - h. delegate other person(s) to perform any of the foregoing acts;

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- (ii) overdrafts, if any, shall not be considered to be a loan; and
- (iii) the provisions of this certificate shall remain in full force and effect until written notice of its amendment or rescission shall have been received by the Bank and the Bank has a reasonable amount of time to act upon such notice, and that receipt of such notice shall not affect any action taken by the Bank prior thereto.

FURTHER RESOLVED, that the undersigned be, and hereby is, authorized and directed to certify to the Bank the foregoing resolutions and that the provisions thereof are in conformity with the laws and regulations governing the Public Entity.

I further certify that there is no provision in the law or regulations governing the Public Entity which limits the power of the Public Entity to pass the foregoing resolutions and that the same are in conformity with the law and regulations governing the Public Entity, have not been modified or rescinded and are in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name this _____ day of _____, 20_____.

Public Official:

Witness:

RESOLUTION XX-16

To Move Money from the General Fund (100) to Restricted Fund (501) for FSA Contributions

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library does hereby authorize the Acting Fiscal Officer to move general fund monies from Salaries & Benefits to the new restricted fund for Flexible Spending Account contributions to function as collateral.

RESOLUTION XX-16

2017 PERMANENT APPROPRIATIONS

REVENUE	GENERAL FUND - 100	UAPL FRIENDS FUND - 201*	RESTRICTED FUND - 250	BUILDING FUND - 402	RESTRICTED FUND (FSA) - 501
ESTIMATED BALANCE AT 1/1/2017	2,613,578	11,646	275,002	446,790	5,000
LESS RESERVE FOR 2015 ENCUMBRANCES	-	-	-	-	-
PLUS REVENUE	<u>6,015,842</u>	<u>107,000</u>	<u>23,000</u>	<u>304,974</u>	<u>10,081</u>
<i>AVAILABLE FOR APPROPRIATIONS (PROJECTED CASH BALANCE)</i>	<i>8,629,420</i>	<i>118,646</i>	<i>298,002</i>	<i>751,764</i>	<i>15,081</i>
EXPENDITURES*					
OPERATING:					
SALARIES & BENEFITS	3,954,363	-	-	-	-
LIBRARY MATERIALS	851,000	-	-	-	-
OTHER EXPENSES	<u>847,112</u>	<u>107,000</u>	<u>23,000</u>	<u>534,872</u>	<u>10,081</u>
TOTAL OPERATING EXPENDITURES	5,652,475	107,000	23,000	534,872	10,081
NON-OPERATING					
OTHER EXPENSES / TRANSFERS OUT	<u>304,974</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
GRAND TOTAL EXPENDITURES	5,957,449	107,000	23,000	534,872	10,081
<i>PROJECTED YEAR-END CASH BALANCE</i>	<i><u>2,671,971</u></i>	<i><u>11,646</u></i>	<i><u>275,002</u></i>	<i><u>216,892</u></i>	<i><u>5,000</u></i>

Note: General Fund has three expense budget categories whereas all other funds have one budget category that covers all non-personnel budget accounts for a fund.