

Minutes of the Meeting of the Board of Trustees Eastern Monroe Public Library

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held on Nov. 20, 2018 at the Hughes Library.

Present: Charles Green, Tim Hegarty, William Weitzmann, Katherine Neville, Ann Super, Sharon Laverdure, Maria Candelaria.

Absent: Seamus McGraw, Jan Selving

Staff in attendance: Sue Lyons, Rose Hewitt, Mary Erm

Guests: None

Public Comment: None

The meeting was called to order at 8:34 A.M. by Board President, A. Super.

S. Laverdure/T. Hegarty moved to accepted the minutes of the October 16, 2018 meeting.

President's Report – Board President Ann Super recommended EMPL to the Pocono Community Theater to be the recipient of the Community Award for recognition for service to the community. We were chosen and now have a beautiful award to display. Thank-you Ann for nominating us!

Treasurer's Report – The Board Treasurer, W. Weitzmann, reviewed the report which had been emailed to Trustees previous to the meeting. W. Weitzmann noted that expenses are under budget.

Comments:

K/Neville/ S. Laverdure/moved to approve the bills as presented and carried.
The motion was carried unanimously.

Committee Reports:

Buildings and Equipment – It was noted that there are improvements that need to be made to the main branch of the library with a discussion of the possibility of obtaining a Keystone Grant for a new roof in 2019 to cover the cost. The possibility of solar panels added to a roof replacement were also discussed.

Noted is a new custodian provided by AARP who has been picking up the slack from the current cleaners Jan Pro.

C. Green/S.Laverdure moved to give Jan Pro 30 days notice of non-renewal of the contract for 2019.

The motion was carried unanimously.

K.Nevill/T.Hegarty moved to hire Chelbus for a new cleaning contract in 2019.

The motion was carried unanimously.

Publicity & Community Relations – No report.

Policy and Operation – No report.

Personnel – The committee met and will discuss its recommendations in Executive Session.

Strategic Planning –No report

Ad Hoc Committees:

Bookmobile - There was a presentation on the winning wrap design for the BKBM. It was decided that all entries would be display to recognize the artists. Winning artist will be paid the \$100.00 prize. Also, recognition to the Pocono Art Council for their support with this contest.

S.Laverdure/M. Candelaria moved to accept the new wrap for the bookmobile.

The motion was carried unanimously.

PTL – Noted there is a new commissioner and the Township commissioners are considering options for a new township building.

Fundraising – Noted was the need of a fundraising committee to be formed in January. Talk of a fall banquet with possible location of Shawnee.

Board moved to go into executive session @ 9:38 a.m.

The board moved to come out of executive session @ 10:20 a.m.

T.Hegarty/C.Green moved to extend the lease for the Smithfields Library through the end of 2019 at the rate of \$7000 per month moved to come out of executive session @ 10:20 a.m.

The motion was adopted unanimously.

T.Hegarty/S.Laverdure motioned to include a fifty cent across the board increase salary increase in the draft budget for 2019. The draft budget will be reviewed by the finance committee later this month and the budget approval will be made the full board at the Dec. meeting.

Director's Report – *A full copy had been distributed by email previous to the meeting. S.Lyons noted a successful staff day with 3 speakers presenting at no cost for the staff training.*

Youth Report – *A full copy had been distributed by email previous to the meeting.*

Old Business – None

New Business - None.

The meeting adjourned at 10:35 A.M. on a motion by M. Candelaria/K. Neville and was carried unanimously.

Respectfully Submitted,

**Rose Hewitt
Administrative Manager**