

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 Apr 17, 2017 at the Hughes Library.

**Present:** Maria Candelaria, Charles Green, Tim Hegarty, Sharon Laverdure, Katherine Neville, Jan Selving, Ann Super

**Absent:** Seamus McGraw

**Staff in attendance:** Sue Lyons, Mary Stewart Erm

**Guests:** None

**Public Comment:** None

The meeting was called to order at 8:35 AM by Board President, A. Super.

**T.Hegarty/M.Candelari moved to accepted the minutes of the March 20, 2018 meeting, as presented.**

**President's Report** – A. Super reminded all of upcoming Friend's Children's Booksale.

*Comments:*

**Treasurer's Report** – The Board Treasurer, W. Weitzmann, reviewed the report which had been emailed to Trustees previous to the meeting.

*Comments:* Noted that this year's tax income has begun to come in. There was some discussion on possible future fundraising. T. Hegarty noted that there was a small discrepancy between the financials and the balance sheet. S.Lyons indicated she would follow up on this.

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

**Committee Reports:**

Buildings and Equipment – The new HVAC units have been installed. Glass table top for the downstairs board room has been replaced by Mesko Glass. Giant Flooring is giving a quote for a few small problem areas in the Hughes building.

Publicity & Community Relations – None to report

Policy and Operations – None to report

Personnel – Committee had met previously regarding tuition reimbursement for staff. No decision made; further discussion warranted. Item tabled until May.

Strategic Planning –None to report

**Ad Hoc Committees:**

Bookmobile – No activity reported; follow up at May meeting. Tentative committee: S. McGraw, D. Burton, P.Gibson, N. Pullo.

Smithfield –First draft of memorandum of understanding is in process, under review by Library attorney. SMF Township will be receiving reclaimed materials from Mosier Farm to be integrated into new building. Some accommodation needed for endangered species, but nothing detrimental to the project. S.Lyons is working on application for Hughes Grant; meeting with ESSA Foundation in September; she will work with township on Keystone grant when application period opens. Suggestion was made to create an additional Ad Hoc committee for Pocono Township Branch as well, with M. Candelaria, C. Green, A. Super and possibly K. Neville.

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

S. Lyons reported the variety of events that made up National Library Week: the filming for BRCTV's "Talk of the Town" segment featuring the Library and Café; an additional segment featuring the Food for Fines fundraiser spearheaded by L. Crooks, circulation department head; HVAC complete; flooring estimate; Earth Day; updates on SMF and PTL

**Comments:**

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

**Comments:** Reminded about Friend's Children's Book Sale, Fundraiser, and many Youth programs and activities.

**Old Business** – Discussed upcoming conferences. S.Lyons indicated she would distribute registration information.

**New Business** – Opted to move next meeting to Thursday May 17<sup>th</sup> due to several conflicts.

The meeting adjourned at 10:07 AM on a motion by J. Selving/second T. Hegarty and was carried unanimously.

**Respectfully Submitted,**

**Mary Stewart Erm,  
Assistant Director**