

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 April 16, 2019 at the Hughes Library.

Present: : Sharon Laverdure, Jan Selving, Tim Hegarty, Ann Super, Maria Candalaria, Katherine Neville, Seamus McGraw, Charles Green - **Absent:** Dawn Migliacci

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

Also in attendance was attorney John Prevoznik, to discuss details of the loan agreement for \$300,000 through First Keystone Bank for part of the library's contribution to the Smithfields Branch project with Middle Smithfield Township.

Public Comment: None

The meeting was called to order at 8:37 A.M. by Board President, A. Super.

J Selving/ K. Neville moved to accept the minutes of the April 19, 2019 meeting. The measure passed unanimously

Presidents Report: A. Super noted that she had done a recent presentation for the district Rotary and found great excitement about the library's pending Smithfields project, adding that she believes that enthusiasm bodes well for efforts to building support and identifying funding sources locally for the project.

Treasurer's Report – T. Hegarty noted that while a \$10,000 donation from First Keystone for the Smithfields project had been received, as well a contribution from the Friends of Library, we're still awaiting revenue from municipalities which are expected to continue to trickle in through the spring.

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

Committee Reports:

Buildings and Equipment : None

Publicity & Community Relations – The board was shown the poster and updated on the May 18th Wine Tasting and Raffle to benefit the library and there was some discussion about getting some library presence – possibly with the book mobile – at or adjacent to the weekly Farmers' Market in Stroudsburg.

Policy and Operation –None

Personnel - M. Candalaria reported that the committee met to discuss development of new job descriptions for library employees, annual evaluations, to discuss questions arising out of self-evaluations, and to begin examining the possibility of pay raises.

Ad Hoc Committees:

PTL – No report.

SMF -- S. Lyons noted that the Memorandum of Understanding with Middle Smithfield Township was ready to be signed, and that details still remain to be finalized on the lease agreement for the building. A tentative meeting with Middle Smithfield Supervisors is planned for Thursday, April 18. The township has received a LSA grant for \$250,000 to cover a portion of its cost, and the library is actively seeking other grants and sources of funding.

Fundraising – S. Lyons reminded the board of the upcoming Friends book sale that will take place April 27th and 28th and the Renegade Winery Fundraiser on May 18th and asked the board to put them on their calendar.

Director's Report – *A full copy had been distributed by email previous to the meeting. Highlights: the children' book sale is scheduled for the last weekend of the month; the special showing of the film Green Brook – and a talk by Sonny Murray – attracted a capacity crowd.*

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

Old Business – None

New Business – **None.**

J. Prevoznik discussed the specific details of the proposed loan agreement with First Keystone Bank for \$300,000, and will provide a draft resolution authorizing the board to enter into the loan. The draft resolution is expected to be completed by Thursday, April 18.

At 10:10 am, on a motion S. Laverdure/ M. Candalaria the board agreed unanimously to continue the meeting and to resume discussion at 8 am on April 18, 2019. The board also directed that a notice of the continuance be publicly posted.

Respectfully Submitted,

Seamus McGraw
Board Secretary