

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 Feb. 19 2019 at the Hughes Library.

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

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

Guests: Chris Gibbons from Concord Public Financial Advisors

Public Comment: None

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

T. Hegery/ K. Neville moved to accept the minutes of the Jan. 15, 2019 meeting. The measure passed unanimously

Guest Chris Gibbons discussed possible financing arrangements for the new library of the Smithfields branch and took questions from the board. Mr. Gibbons left the meeting after his presentation.

Presidents Report: A.Super noted the excellent media coverage the library has been receiving. She also noted the cross training of staff members into different departments as a positive.

Treasurer's Report – T. Hegarty noted that the expenses have been standard expenses thus far and we have ended the month in a positive. Also noted was the annual budge had the state revenue entered in twice. (this has been fixed).

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

Committee Reports:

Buildings and Equipment Discussion of estimates for roof and possibility of not needing a new roof immediately. The board decided to get additional advice as to whether the roof needed repair or replacement and hold off on any decisions to seek bids or engage an architect to solicit bids on behalf of the library.

Publicity & Community Relations – Extensive coverage in media of library.

Policy and Operation – No report.

Personnel - No report

Strategic Planning –No report

Ad Hoc Committees:

PTL – No report.

SMF – Discussion on retaining Concord Financial to seek financing for \$300,000 to meet the March 20 deadline for paying \$1 million to Middle Smithfield Township as the library share of the cost of the new library and community center in Echo Lake Park. S. Lyons stated we will continue fundraising and grant writing and search for more grants with a goal of paying the loan off quickly. There was discussion as to how the Foundation could best assist the library and it was decided to ask the Foundation to be a guarantor of the loan, thereby enabling the library to get the best interest rate and save on the financing.

T/Hegarty/K.Neville motioned to approve the financing and ask the foundation to guarantee the loan for the Middle Smithfield Library.

The motion was carried unanimously.

Fundraising – A. Super mentioned 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.*

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

Old Business – None

New Business – K.Neville/C.Green motioned to approve lease and MOU as drafted by library attorney John Prevoznik and send it to Middle Smithfield Township attorney Michael Gaul.
The motion was carried unanimously.

**K.Neville/T.Hegarty motioned to appoint S. Laverdure as a library trustee to the EMPL Foundation.
The motion carried unanimously.**

It was also noted that Barbara Keiser and Dave Super are two choices being recommended to serve on the Foundation Board as at-large members.

A.Super asked that the fundraising committee set up a meeting to discuss further fundraising.

A.Super introduced our new board member Dawn Migliacci to the board.

The meeting adjourned at 10:15 A.M. on a motion by K. Neville/D. Migliacci and was carried unanimously.

Respectfully Submitted,

**Rose Hewitt
Administrative Manager**