

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 March 19, 2019 at the Hughes Library.

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

Staff in attendance: Sue Lyons, Mary Erm

Public Comment: None

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

S. McGraw/ S. Laverdue moved to accept the minutes of the Feb 19, 2019 meeting. The measure passed unanimously

Presidents Report: A. Super briefly noted that the board was about to tackle two critical items both related to the proposed construction of a new Smithfields Branch - a review of revisions of the Memorandum of Understanding with Middle Smithfield Township, and a \$300,000 promissory note.

Treasurer's Report – T. Hegarty noted while revenues were slightly below expectations, that was because the tax revenues had not yet been received and are expected to be in hand in the spring. He also noted that the annual audit is expected to be performed later in the year.

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

Committee Reports:

Buildings and Equipment : None

Publicity & Community Relations – None.

Policy and Operation – None.

Personnel - No report, although a personnel meeting is expected to be convened shortly.

Strategic Planning –No report

Ad Hoc Committees:

PTL – No report.

SMF - The board reviewed competing versions of the Memorandum of Understanding with Middle Smithfield Township, one by the township's attorney and a revised version dated March 18 by the EMPL's attorney, John Prevoznik. The Prevoznik version contained specific language detailing the limits of the library's financial

responsibility in the event that change orders are required after contracts are awarded, calls on the library to dedicate a portion of its existing building fund as a reserve for replacement of any component of the proposed building which has a useful life of less than 50 years.

S. Laverdure/S. McGraw made a motion to approve the Prevoznik version of the MOU and to forward it to Middle Smithfield's Board of Supervisors for review. The motion was adopted unanimously.

K. Neville/S. Laverdure made a motion to approve a 20-year promissory note with First Keystone Community Bank for \$300,000 for the Smithfield's Project, at an initial rate of 5.25 percent for seven years and a 5.5 percent for the remainder of the term. The loan would be closed after the signing of the final MOU with Middle Smithfield Township. The motion was adopted unanimously.

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.*

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

Old Business – None

New Business – **A. Super congratulated S. Laverdure for a community service award from the Rotary.**

The meeting adjourned at 9:54 A.M. on a motion by **D. Migliacci/T. Hegary** and was carried unanimously.

Respectfully Submitted,

**Seamus McGraw
Board Secretary**