

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 May 17, 2018 at the Hughes Library.

Present: Maria Candelaria, Charles Green, Bill Weitzmann, Sharon Laverdure, Katherine Neville, Ann Super

Absent: Seamus McGraw, Tim Hegarty, Jan Selving

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

Guests: None

Public Comment: None

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

K.Neville/C.Green moved to accepted the minutes of the March 20, 2018 meeting, with the notation that Bill Weitzmann was present at the April 17th meeting and not absent.
The motion was carried unanimously.

President's Report – A. Super reminded everyone of the upcoming Friend's Book sale. Also noted was the need for a fund raising committee for the library.

Comments:

Treasurer's Report – The Board Treasurer, W. Weitzmann, reviewed the report which had been emailed to Trustees previous to the meeting. Noted that tax income has begun to come in.

Comments:

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

Committee Reports:

Buildings and Equipment – The new flooring outside the circulation desk and in the staff circulation area has been installed. Damage from the storm included one of the front door panels blowing off in the storm, a panel of the back fence blowing down, and the friends' banner grommets broken. An insurance claim has been started and we are waiting on quotes from Door company, Assa Abloy and Fence repair company, Mount Pocono Fence. A.Super noted special recognition for Ed for returning to work to secure the door that was blown off in the storm, therefore enabling the library to be secured until quotes arrive from the door company.

Publicity & Community Relations – Noted was the success of the Talk of the Town segment.

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 June.

Strategic Planning –None to report

Ad Hoc Committees:

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

Smithfield – S. Lyons applied for Hughes Grant; She will also be meeting with ESSA Foundation in September; she will continuing work with township on Keystone grant.

Director's Report – *A full copy had been distributed by email previous to the meeting.* S. Lyons reported the library has received a much appreciated \$1,000.00 grant from the Stroudsburg Rotary Club with the possibility of a matching grant coming from the District Rotary Club. Money from the grant is being used for the GED programming. Also noted was the gearing up for the summer reading festivities.

Comments:

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

Comments: Reminded about Friend's Book Sale, and the exciting, interesting fun activities planned for summer reading.

Old Business – **Discussed upcoming conferences. There was a discussion of possibly needing a new cleaning company. A new crew has been assigned to the library and they are doing well. We will re-visit this idea if a new company is needed at a later date.**

New Business – none to report

My Cousin Mo Mo by Zacharia O'Hora, received from the One Book Every One Child program , were distributed to board members at the end of the meeting.

The meeting adjourned at 9:58 AM on a motion by K. Neville/second S. Laverdure and was carried unanimously.

Respectfully Submitted,

**Rose Hewitt,
Administrative Manager**