

## 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 remotely due to the ongoing COVID-19 pandemic on May 17, 2022.

**Present:** Danny Younger, Debbie Kulick, Aaron DeAngelo  
Deborah Kuchinski, Trudie Lear, Dawn Migliacci, Joni Oye-Benintende

**Excused:** Erik Diemer, Betsy Buzzelli-Clarke

**Staff in attendance:** Sue Lyons, Rose Hewitt, Cheryl Brice

### **President's Report:**

**The meeting was called to order at 8:31 A.M. by Board President Trudie Lear.**

D. Kulick/A. DeAngelo moved to accept the minutes of the April 19, 2022 meeting. The motion passed unanimously.

**Treasurer's Report –Copies of the treasurer's report were circulated before the meeting.**

D. Kuchinski/Joni Ove-Benintende moved to approve the bills as presented and the measure passed unanimously.

S.L. reported the library is receiving most of the tax money due right now, in June it will start to slow down. The money coming in will need to carry us through to December.

### **Committee Reports:**

**Buildings and Equipment** – D. Younger reported on the building walk-through and parking lot inspection. The parking lot work is still waiting on scheduling and for the concrete mold to be completed.

**Policy and Operation – Strategic Planning Committee:** No meeting.

**Fundraising:** D. Kuchinski reported that she is working on the fundraising plan and hashing out ideas.

**Publicity & Community Relations:** D. Kuchinski reported meeting with S. Lyons regarding publicity. She urged the board to like social media posts and share with their community followers to get the word out on library happenings. The library will explore using a social media aggregator so that we can post to Facebook and Instagram with one post

**Personnel:** Library is fully staffed. There will be a part time position opening in youth services in the future.

**Ad Hoc Committees:**

**Smithfields** D. Younger reported there was a \$7800.00 township grant to be used for rehabilitating the Echo Lake walking trail.

**PTL:** The library will be participating in the Pocono Township “Touch-a-Truck” event on June 4<sup>th</sup>. The 2<sup>nd</sup> book club has started back up and things are looking up.

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

The sprinkler and plumbing upgrades required by the BCRA are complete. A structural engineer looked at the roof and will come back for a final evaluation. Resource sharing is in effect. S. Lyons will be out of the country for 1 month and can be reached by email if needed. The Friends set up will be completed well before the sale according to the setup diagram provided by the Friends

**Adult Services Report** – *A full copy had been distributed by email prior to the meeting.*

There has been a renewed interest in tech classes and they will start again soon. ESL is coordinating with teachers to begin classes. GED program has restarted. BookHouse concerts have returned. There will be an outdoor concert Sunday June 19<sup>th</sup> at Echo Lake Park. The Smithfield Library will be open for this event.

**Youth Report:** *A full copy had been distributed by email prior to the meeting.*

**Old Business** – The board discussed adopting a Fine Free Policy. Trudie Lear moved adoption of the new Borrowing Policy and Procedures, and the new Material Recovery Policy (drafts of May 4, 2022). The motion was seconded by D. Kulick. The motion passed unanimously. The new fine free policy will go into effect July in conjunction with the July 4<sup>th</sup> celebration as a Freedom from Fines Day.

**New Business** – No new business.

The meeting was adjourned at 9:16 am on a motion by D. Kulick/ Joni Ove-Benintende. The motion passed unanimously.

**The next meeting will be held via Zoom at 8:30am on Tuesday, June 21, 2022.**

**Respectfully Submitted,**

**Rose Hewitt  
Administrative Manager**