

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, April 15, 2008, at 8:30 a.m. at the Hughes library.

Present: E. Rydell, A. Senese, B. Huffman, T. Weitzmann, L. Jenkins, M. Liberman, B. Murphy, D. Lynch, A. Harmon

Absent:

Staff: S. Butler, B. Keiser, M. Erm

Guests:

The meeting was called to order at 8:35 a.m. by E. Rydell.

**AS/BM moved to approve the minutes of the March 19, 2008, meeting as presented. Carried.**

**Treasurer's Report** - M. Liberman pointed out that overall tax revenues are higher than budget. He also noted that photocopy income is under budget. There will be a CD in the amount of \$96,000 coming due at the end of April and he will be talking to our account managers with Smith Barney about re-investing it.

**BM/DL moved to approve the financials for audit. Carried.**

B. Keiser explained the expenses for databases are annual and they come due at different times. She explained staff members will be attending a workshop on how to retrieve reports for database use and noted it is difficult to determine usage because everyone counts differently.

**DL/BM moved to approve the bills as presented. Carried.**

**Buildings and Equipment** – B. Huffman reported on a meeting of the committee. She noted the committee is investigating the repair of the garden fence, looking to place large planters on the cement pad at the front of the building and one of the local garden clubs is interested in planting and maintaining them. The Rotary Club has been contacted with a request that the club consider underwriting the cost of the planters. Committee members have contacted a number of different painters requesting estimates for painting the inside, second floor. The committee has also put a high priority on security cameras. The committee has contacted J. Schoonover, the architect for the building for his input regarding the bid specifications for the security camera system. Russ Albert has agreed to prepare the bid specs. A date will be set for the committee to look at the property off Sellersville Road as a potential site for a new Smithfields' facility. The committee is exploring the possibility of charging a deposit for Community Room usage. It is used heavily and the library may have to look at charging to help offset some costs. Cleaning is a major issue.

**Planning** – A. Senese announced the next Strategic Plan Steering Committee meeting will be held on April 28 to review and possibly revise the mission statement. The Steering Committee will also review the current Strategic Plan to determine what has already been accomplished.

A. Senese explained that it is not unusual to have a low response to the surveys. We are going to depend a lot on the current plan and the people who work here who know what is needed. We need to create flexibility in the plan. As different needs arise the plan can be returned to the Board for possible inclusion.

It was noted the Steering Committee meeting is open to all Board members.

**Personnel Committee** – T. Weitzmann reported the only outstanding issue is the Director's evaluation. A meeting of the Personnel Committee, the Board President, and the Director will be scheduled to go over the evaluation.

**Policy** – The Policy Committee is working on a complete review of all policies.

**Director's Report** – B. Keiser reviewed the State Report and extended her thanks to staff for their help.

She thanked the Garden Club for all their work.

She explained that staff is trying to sort out the ups and downs of our internet speed. The library has had a proposed fix from Frontier, our telecom provider (phones and internet). The library has called in a consultant (former Board member Bob Wenger) to review the suggested improvements before recommending changes to the Board.

D. Lynch asked about a patron that was causing some troubles at Smithfields. B. Keiser reported he has been banned from that branch facility.

An FYI – the Friends have packed over 2,000 boxes of books for the book sale

**Old Business** – E. Rydell reported he will draft a letter to the EMPL Foundation to request the return of the \$10,000 placed with them for investment purposes.

A few names have been presented from the Commissioners' office as a replacement for Ann Harmon. B. Kiser suggested the Exec Committee of the Board meet to review candidates for recommendation.

E. Rydell suggested the May meeting of the Board be held at the Smithfields' Branch. A future Board meeting will be held at the PTL facility, the date to be determined on completion of some current projects.

**New Business** – No new business.

**The meeting adjourned at 9:09**