

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, August 17, 2010, at 8:30 a.m. at the Hughes Library of the Eastern Monroe Public Library.

Present: B. Huffman, M. Liberman, L. Kline, P. Gibson, B. Ewen

Absent: T. Weitzmann, J. Morganthau, J. Fields

Staff: S. Butler, B. Keiser

Guests:

The meeting was called to order at 8:29 a.m. by L. Kline

PG/BE moved to approve the minutes of the July 20, 2010, meeting, with two spelling corrections. Conn, Ewen Carried.

President's Report – B. J. Keiser reported that T. Weitzman met with the commissioners regarding the by-laws. We have not heard if any action was taken.

B. Keiser reported that new Board member John Field has been appointed and will attend the Sept. Board meeting. She noted that the municipalities have been notified of B. Murphy's resignation suggested candidates were forwarded to them.

Treasurer's Report - M. Liberman reported that tax revenues are ahead of budgeted figures. We had budgeted 95% collection. He recommended that income over budget should be sequestered.

B. Ewen asked about increases in material costs. B. Keiser reported she is not seeing a large increase. She did note that staff is trying to stay away from purchases that have shipping charges.

BH/PG moved to approve the treasurer's report. Carried.

ML/BH moved to approve the bills. Carried.

Buildings and Equipment – L. Kline asked about clean-up around the building. B. Keiser replied the maintenance staff has a leaf blower and weed trimmer. Last year the library hired a company to come in and clean up the back fence area.

Planning – No report

Personnel Committee – L. Kline reported she will meet with staff to review the personnel manual.

Policy – No report

SMF Taskforce – M. Liberman reported on a meeting with the owners of the property and representation from the Cramer law firm. The cost for the property would be 1.5 mil complete. Board felt we could not afford more than 1.3 mil. If the library were to take a 30 yr, 1 mil loan at 3.5% interest, the annual mortgage payments would be about \$55,000. Additionally, there would be higher utility and staffing costs.

J. Prevoznik, library solicitor, was in attendance at that meeting and had some concerns about the condominium issues.

B. Huffman reported on what the owners would be taking care of. Some of the condo concerns were the potential for re-sale as it would be fitted out for a library and shared costs on an annual basis for a condo arrangement. The taskforce doesn't think the library should pursue the purchase because of costs and unknowns, but suggested the possibility of a lease option could be investigated.

T. Weitzman and J. Prevoznik felt the Board should consider a short term lease agreement. M. Liberman noted there would be no equity on a lease situation. The committee voted not to go forward as a purchase, but leave open the possibility of pursuing a lease situation.

The current mortgage on the Hughes building will be paid in full in March, 2011.

It was reported the landlord at the current Smf facility has approached the library via the solicitor, asking the library to share some more costs and/or buy out our lease.

P. Gibson expressed concern about the cost of a lease situation in which the library would not have any equity, especially on a property that is not ideal.

M. Liberman noted that if we were to buy property and build, costs would be double or more. There would be a need to undertake a building fund campaign. The economy, at this point, is not good for fund raising.

B. Huffman noted that most corporations lease their facilities rather than purchase.

B. Keiser strongly feels the community needs better services and suggested it might be worth trying to negotiate a lease agreement.

B. Ewen asked how does our service compare to other areas. B. Keiser explained that other districts do not have the assured level of funding – taxes – which make the circumstances different. Pocono Mtn Public Library is going out for bid this week for a new facility.

B. Keiser suggested we might want to wait until March until Hughes mortgage is retired then negotiate a lease.

M. Liberman asked if the library has received notice from the owner of Foxmoor to negotiate. He asked if the current location is a good location for a branch facility. Should we pursue an option of more land at the current site and expand.

B. Huffman – we need to make a decision and put to rest the issue of the Schuchman property.

ML moved that the library purchase the Schuchman property in MS/Smf Twp. No second – motion died.

B. Ewen suggested a thank you be extended to all who spent their time working on this issue.

B. Huffman suggested the Board needs to draw up an action plan for replacing the current Smf library facility.

By-laws – no report

Nominating Committee – no report

Director's Report – B. Keiser highlighted her written report. The bookmobile needs a new generator at a cost of approximately \$9,000 plus labor. B. Keiser has contacted the Friends to see if they will pay the bill. It is a 2002 vehicle and should have another 6 to 8 years so it is worth the repair.

PTL staff represented the library at the Senior Expo.

B. Keiser reported the library has had a court order for library records on a patron. The library staff will not release any information without a court order. J. Prevoznik is aware of the situation and approved it. This was a criminal case.

There was a power outage during the month that took about 3 hours out of our service. The library did stay open as it was during the day and there was plenty of light. There were some issues that affected public service.

There are some Policies that need to be considered. Should the library property be entirely smoke free? Board members were in agreement it should be. Staff is considering removing limits on checkouts on library cards.

B. Keiser reported that the library has received one payment of state aid. We will receive 2011 funds in 2010 as last year, but in installments rather than one lump sum.

The library has received a \$20,000 gift from the Hughes Foundation for the computer network. Staff has already replaced some computer equipment.

A reminder – the Volunteer Luncheon will be held on the 26th of Sept., at the Country Club of the Poconos. Entertainment will be a story teller.

There will be a special program at the end of Sept. to recognizes the Larsen gift to the Foundation.

L. Kline noted that she had to talk to a person sitting in front of the library and asked them to stop smoking. This seems to be ongoing. She asked how the library can address this.

There are people from group homes that are brought here by van/s and dropped off out front. They usually spend the entire day here, a lot of them smoking. By making the entire property non-smoking it may discourage some of the folks from hanging out here.

B. Keiser explained the bus schedules may be changed and the bus may no longer come on to the library property. This may impact the library – including staff.

Old Business – no old business

New Business – no new business

The next meeting will be held at the Pocono Township Branch.

The meeting adjourned at 9:46 on a motion by BH/BE.