

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 August 19, 2014 at the Hughes Library.

Present: John Field, Gerard Geiger, Charles Green, Stan Miles, Seamus McGraw, Carol Pooley, Anthony M. Stevens-Arroyo, William Weitzmann.

Absent: Phyllis Gibson

Staff in attendance: Barbara Keiser, Korey Rustici

Guests: Patricia Wiesmeth from Weseloh Carney & Co., LLC

The meeting was called to order at 8:32 AM by Board President, J Field.

J Field accepted the minutes of the Jul 15, 2014 meeting, with corrections stated.

Patricia Wiesmeth from Weseloh Carney & Co., LLC has presented the 2013 audit.

W. Weitzmann/G Geiger moved to accept the audit as presented.
The motion was carried unanimously.

President's Report – The library will be holding a bazaar on Saturday, August, 23, 2014, from 9-4 including framed photographs from the Dunlop estate as well as items donated by staff. The trustee town hall meeting was attended by P Gibson and J Field. Some of the topics discussed were funding, circulation, e-library and how to create a successful environment. Western Pocono's book sale is currently taking place.

Comments:

Treasurer's Report – The Board Treasurer, W. Weitzmann, reviewed the report which had been emailed to Trustees previous to the meeting.

Comments:

J Field accepted the Treasurer's Report.

C Pooley/C Green moved to approve the bills as presented.

The motion was carried unanimously.

W Weitzmann/S Miles moved to approve the trustees to allow the withdrawal of \$66,000.00 from the Ziegler fund to pay ½ of the build out for the new Smithfields branch with the understanding the Foundation will contribute the same amount.
The motion was carried with one objection (G Geiger).

Committee Reports:

Buildings and Equipment – We are trying to get quotes to fix the leaking windows in the front of the building on the second floor.

Publicity & Community Relations – A Stevens-Arroyo is working on a power point for the future Trustees.

Policy and Operations –

C Pooley/S McGraw moved to accept the Patron Behavior Policy as presented.
The motion was carried unanimously.

W Weitzmann/S Miles moved to accept the Borrower Responsibilities Policy as presented. The motion was carried unanimously.

Personnel – Since Barbara will be retiring, there should be some efforts to begin a search for a new Director, consideration of hiring a head hunter was mentioned. Barbara will get a job description out to the Board of Trustees.

Strategic Planning –The questionnaire is being firmed up and tightened so it can be distributed.

Director's Report

Hughes donation has helped us upgrade onetwork equipment and cpu's as needed and the new self pay system for the second floor of Hughes is ordered. All the public stations will soon be on the Win7 operating system. The bazaar on Saturday, August 23, 2014, is a effort to sell most of the many nicely framed photographs from the Dunlop estate, vinyl recordings from the Weiss estate and some art from the Cohen collection donated when the Hughes Library opened. Trustees are encouraged to come and help with the sale! Summer readings programs are successfully over and staff is getting ready for fall

schedules and activities. Mary Erm will start as the new Adult Services department head on September 3, 2014, assuming responsibility for the reference staff, scheduling and collection resources. There should also be a greater emphasis on for adults under her direction. ESSA Foundation sent a gift for furniture and equipment at new Smithfields branch. We began the paperwork for a bequest from the estate of Roberta Exum.

Comments:

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

Comments:

Old Business –None to Report

New Business

J Field spoke to the commissioner chair regarding a tax relief. He was receptive; however, a solicitor didn't recommend it. This was not a formal request. A Stevens-Arroyo thinks it should go to the tax board and present this. G Geiger is going to look into this to see what is needed to do this before we do a formal request.

The meeting adjourned at 10:15 AM on a motion by C Green/W Weitzmann and was carried unanimously.