

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, December 18, 2007, at 8:30 a.m. at the Hughes library.

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

Absent: L. Jenkins

Staff: S. Butler, B. Keiser,

Guests:

The meeting was called to order at 8:40 a.m. by E. Rydell.

**ML/BM moved to approve the minutes of the November 20, 2007, meeting as presented. Carried.**

**President's Report** – E. Rydell reported that a letter has been received from the Commissioner's re-appointing Barbara Huffman as the Alternate appointee to the Board.

Letters were sent to the supervisors of the two townships regarding the need for an appointment of a Board member to fill Ann Harmon's position.

A. Harmon suggested Carol Paulis be considered as a replacement to her position.

E. Rydell reported the library was closed last Sunday and closed early last Thursday due to severe weather.

Treasurer's Report - A. Harmon reported that we have met the budget for tax income.

She reported we are under budget for the State library Card program.

She reviewed some line items and noted that we are ahead of budget on income and well within budget on expenses.

The Balance Sheet was reviewed and there was nothing unusual.

A. Harmon recommended if there is any surplus income over budget it be transferred to the PNC Brokerage/Reserve account.

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

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

It was reported an engagement letter has been received from Weseloh/Carney for the 2008 audit.

**Buildings and Equipment – no report**

**Planning** – A. Senese reported he and B. Keiser would get together and lay out a timeline for the Strategic Plan

**Personnel Committee – no report**

**Policy** – the committee will meet in January and begin the review of some of the policies.

No smoking signs are posted.

**Director's Report** – B. Keiser distributed copies of her printed report. She reported on circulation statistics for November and noted some non-traditional use such as databases. This type of use will need to be counted in the future as part of the statistics for library and materials use.

She explained that library staff is monitoring our internet access speed through a website called speedmatters.org.

She reported there have been quite a few problems with vandalism. The garden fence has been damaged and the cigarette butt receptacle dumped and the top is now gone.

A grant will be available from Senator Boscola's office in 2008 and she suggested some of the money be used for security cameras and additional lighting.

A grant has been sent in to the Gates Foundation requesting funds to continue to upgrade computer equipment.

There are ice problems at Smithfield again. The drainage has been an ongoing problem. The present ice conditions are almost impossible to do anything about it.

**Old Business – no old business**

**New Business – no new business**

E. Rydell presented Ann Harmon with a plaque in recognition of her service to the library over the years.

**The meeting adjourned at 9:30.**