

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, Feb. 21, 2012, at 8:30 a.m. at the Hughes Library.

Present: L. Duponte, J. Field, J. Morganthau, P. Gibson, B. Ewen, A. Stevens-Arroyo, G. Geiger, C. Pooley

Absent: M. Liberman

Staff: B. Keiser, M. Erm, J. Bonser, M. Steen

Guests:

The meeting was called to order at 8:30 a.m. by L. Duponte. .

**JF/PG moved to approve the minutes of the Jan. 17, 2012 meeting, as presented. Carried.**

**President's Report** – L. Duponte deferred her report until SMF Task Force committee report.

**Treasurer's Report** – J. Morganthau reported that county taxes are coming in on schedule. The Library, so far, is under budgeted expenses for January.

**JF/A S-A moved to approve the Treasurer's Report. Carried.**

**BE/ JM moved to approve the bills as presented. Carried.**

**Buildings and Equipment** – J. Field reported that the Board has received e-mails on the bid openings for replacement of the heating/cooling units on the roof. Bids ranged from a high of \$137,000 to a low of \$75,871 presented by F. J. Hess & Sons. No action was taken by the Board at present. According to the terms of the pending Keystone Grant, no bid can be awarded until the state contract is signed. The time frame of 18 months will be easily met. The primary applicant is Stroud Township. The Board will need to take action at the March meeting or in a special meeting.

**Publicity & Community Relations** – Nothing new to report.

**Policy and Operations** – J. Morganthau had nothing new to report.

**Personnel** – L. Duponte recommended that B. Keiser's evaluation should be done in December. B. Ewen disagreed due to the fact that it would then be almost two years since previous evaluation done January 2011. L. Duponte will e-mail evaluation forms to Board members. They will be due for the March meeting.

**SMF Task Force** – The committee looked at a building being offered by LTS, and met with SMF Township supervisors. They have not heard back from LTS, so they are disregarding any offers. The turn-key offer from Schuchman is 1.2 million dollars.

**JM/JF moved to go into Executive Session at 8:55 am. Carried.**

**JF/A S-A moved to come out of Executive Session at 10:15 am. Carried.**

L. Duponte, J. Field and B. Keiser plan to meet with several Foundations, including Mattioli, Hughes and ESSA concerning donations toward the new building. They will take action to get back to Schuchman with an update.

**Strategic Planning** – Nothing new to report.

**Director's Report – Highlights from B. Keiser's report:**

1. Notebooks were distributed to Board Members containing the Board List, Committee List, 2012 Budget, Board Policy, By-Laws & Mission Statement, and a State Packet.
2. L. Cerato has contacted the Library re: lowering the price of the Ioannidis' condo at Labar Village, which is part of a multiple grant which includes EMPL.
3. New chairs in the community room have been donated by the Friends. We're waiting for an estimate to improve shelving of DVDs on the 1<sup>st</sup> floor.
4. J. Bonser is attending a Kiwanis Club meeting to promote interest in the Family Place program.
5. Met with Buck Hill/Skytop to discuss the Library's participation in their music festival.

**Old Business** –Nothing new to report.

**New Business** – Nothing new to report.

**The meeting adjourned at 10:24 am on a motion by JF/GG .**