

Present: T. Weitzmann, M. Liberman, B. Murphy, B. Huffman, L. Kline, N. Flynn, B. Brodman

Absent: L. Jenkins

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

Guests:

The February 17, 2009, meeting of the Eastern Monroe Public Library Board of Directors was called to order at 8:36 by T. Weitzmann.

**The minutes of the January 20, 2009 meeting were approved on a motion by BM/LK.**

**President's Report** - T. Weitzmann reported he will be assigning Board committees in the next few weeks.

**Treasurer's Report** - M. Liberman reported on the finances. It was reported that L. Kline, B. Brodman, M. Liberman, and B. Keiser met with Anthony Diaz of First Allied Securities to discuss the library's financial investments. There will be further Board discussion before a decision is made on long term investments. It was noted that current investments are very safe. Decisions will be based on safe investments as well as a better financial return.

He noted we currently have about \$100k in money market funds and the remainder in cd's maturing at different times. One of the investment recommendations from Mr. Diaz could tie up money for as long as 9 years in order to get the best return.

**ML/BH moved to approve the bills. Carried**

**NF/BM moved to approve the Treasurer's Report**

**Buildings and Equipment** - B. Huffman reported there will be a plaque acknowledging the Rotary Club's donation of the planters on the front pad of the library.

**Policy** - B. Murphy reported that the committee recommends any policies not reviewed and approved by the Board since 2004 be reviewed and updated.

The Behavior Policy and the Parental Responsibility policies will be the first to be updated.

B. Keiser reported the Exec Team will begin working on some drafts at their meeting tomorrow and will present their recommended changes to the Policy committee.

**Personnel** – It was reported the Director's performance evaluation should be ready by the March meeting.

**Director's Report** - B. Keiser distributed copies of her written report. M. Erm, Youth Services Dept head, highlighted some ongoing/upcoming children's programs and activities.

B. Keiser reported on the proposed State Aid cuts for 2010.

It was reported that 3 strong library supporters have recently passed away - Dick Phillips, Frances Hughes, Karen Larsen.

She reported the library was closed a number of hours due to weather. These closings could account for some lower statistics.

Some installation of the surveillance cameras has been completed. All inside cameras are installed and working. The outside cameras are not yet installed. Software is installed on three staff machines for viewing/reviewing. Recordings are kept approximately two weeks before being recorded over. It will be possible for Stroud Regional

Police to have remote access to the system. There are a total of 16 cameras.

B. Keiser reported we are upgrading the library internet service with T1 lines.

She noted that Staff Development Day has been scheduled for Friday, May 15. The library is closed on that day.

Several staff members will be going to the Book Expo in NY in May.

The Friends have filled two storage units with books for their annual book sale. They normally have semi trailers parked out back of the library, but may have "pods" this year.

The African American read-in is scheduled at Pocono Twp on February 26.

**Old Business** - T. Weitzmann reported he spoke with B. Gress, the chief clerk at the county about the vacancy on the Board. B. Gress explained there was a mistake in processing the library's request for someone to fill the vacancy and said the Board could go ahead and make an appointment.

B. Keiser noted that since it is a commissioner appointee the candidate can be from any of the 10 municipalities served by the library.

T. Weitzmann asked that if anyone knew of any interested candidates they should have them send a letter of interest and resume to B. Keiser by March 10.

N. Flynn again suggested the possibility of the Kiwanis Club underwriting the cost of the wiring for the lights for the sign at the front parking lot entrance.

M. Liberman asked if we have any information from Walgreens regarding the work to be done on a walkway at the corner of Chipperfield. B. Keiser reported they responded to her inquiry and noted they are waiting until spring.

**ML/NF moved to authorize T. Weitzmann to sign the engagement letter for Weseloh/Carney for the 2008 audit. Carried.**

L. Kline distributed some proposed plans by Peter Ahnert for a potential branch facility in Middle Smithfield township.

B. Keiser informed the Board that a consultant study was done a few years ago for the Smithfield area. This study recommended a 7,000 sq foot building to accommodate a library branch.

B. Huffman noted there are at least three properties to look at in the Smithfield/Middle Smithfield area.

B. Keiser reported on a letter from Middle Smithfield Twp supervisors requesting a meeting regarding a location for a potential branch facility.

T. Weitzmann recommended a task force be set up to investigate a branch in the Smithfield/Middle Smithfield area. Members of the task force: L. Kline, B. Huffman, M. Liberman, and N. Flynn. C. Moyer, a former Board member and current member of the building committee will be contacted and asked to be on the task force.

The meeting adjourned on a motion by NF at 9:48.