

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held on February 19, 2013 at 8:30 a.m. at the Hughes Library.

Present: William Weitzman, Lisbet Duponte, John Field, Stan Miles, Jan Morganthau, Gerard Geiger

Absent: Phylis Gibson, Tony Stevens-Arroyo, Carol Pooley

Staff: B Keiser, K Rustici

Guests: none

The meeting was called to order at 8:30 by Lisbet Duponte

Lisbet Duponte welcomed the newest board member, Stan Miles.

**Gerard Geiger/John Field** moved to approve the minutes of the January 22, 2012 meeting, as presented. Carried.

**Public Comments** – none

**President's Report** – Lisbet Duponte reported on the status of library acceptance of the bequest of Bette Brooks through PNC Bank and the completion of the Dissolution of the Charitable Remainder Trust of Natalie Ziegler with BNY Mellon Trust. Attorney John Prevoznik to be asked to push for a resolution of the continuing delay in answering our questions regarding the indemnification clauses in the Trust of Natalie Ziegler agreement. The board has agreed to sign the acceptance of the Bette Brooks through PNC Bank with certain conditions.

**Treasurer's Report** –The switch of funds from Morgan Stanley to WSM needs paper work to be signed by Board members that are on vacation. So the papers will need to be signed without them and redone again once all members return from vacation. Tax receipts are behind compared to January, 2012.

**John Field/William Weitzman** moved to approve the Treasurer's Report. Carried.

**John Field/Jan Morganthau** moved to approve the bills as presented. Carried.

**Buildings and Equipment**-John Field reported that Primrose Landscaping will stop by to look at the fence along the back and give an estimate. The Building Committee will meet in the coming weeks.

**Publicity & Community Relations** – No report

**Policy and Operations** – No report

**Personnel-** Lisbet Duponte mentioned the yearly evaluation of the director is due.

**SMF Task Force** – No report but the committee will meet in the next few weeks.

**Strategic Planning** – – No report, but Board of Trustee members going to a special meeting – see below - where strategic planning will be discussed. After that the development of a new strategic plan will commence.

**Director's Report** – Highlights from B. Keiser's report: State report is due on March 15<sup>th</sup> and is under way. Monthly status report was review and explained. Coin operation machine for copier will be changed to \$0.25 a copy. The new Digital Branch is up and coming with more services. Trustee institute meeting is Saturday, April 6<sup>th</sup>. June 27<sup>th</sup> is the Shell-A-Bration for Yertle's 30<sup>th</sup> anniversary.

**Old Business** – None.

**New Business** – Lisbet Duponte will look into the standards for unexcused absences for board members. Committee assignments are done, except for the newest board member, Stan Miles, and will be done shortly.

**The meeting adjourned at 9:15 am on a motion by John Field/Stan Miles Carried.**