

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, February 19, 2008, at 8:30 a.m. at the Hughes library.

Present: E. Rydell, M. Liberman, B. Huffman, T. Weitzmann, B. Murphy, L. Jenkins

Absent: D. Lynch, A. Senese

Staff: S. Butler, B. Keiser,

Guests:

The meeting was called to order at 8:35 a.m. by E. Rydell.

**TW/LJ moved to approve the minutes of the Jan 15, 2008, meeting, as presented. Carried.**

**President's Report** – E. Rydell reviewed some of the committee assignments and noted they will be completed by the next meeting.

**Treasurer's Report** - M. Liberman reviewed the financials and noted the tax income for Jan was higher than anticipated. He pointed out the CD's listed on the Balance Sheet. The first CD matured last month and was renewed, unfortunately at a lower percentage rate.

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

**LJ/TW Moved to approve the bills as presented. Carried.**

**Buildings and Equipment** – B. Keiser reported that a window had to be replaced in the side door at the Smithfields' Branch.

**Publicity** – E. Rydell noted a generic library promotional ad on WVPO.

**Planning** – B. Keiser reported on a draft letter ready for review for the Strategic Plan. Information on the Strategic Plan will be on the library website, there will be ads in the paper, and posters.

**Personnel Committee – no report**

**Policy** – L. Jenkins reported the Policy Committee is going to start meeting once a month to review different policies.

B. Murphy questioned why circulation statistics at Corrections are up so much. B. Keiser noted she has been trying to make some changes there in order to increase circulation.

She explained that a librarian has been interviewed for the Library Assistant position for Corrections.

**Director's Report** – B. Keiser reviewed her written report. She reported on the African American read-in and noted it was well attended. Staff had downplayed the program a little because the speaker was the puppeteer for Elmo and the staff wanted the public to be aware it was a program basically for adults, not a program about Elmo.

She reported the library has received one estimate for exterior surveillance cameras. It is higher than anticipated and will probably use take all of the money from the Boscola grant.

The fence around the garden needs to be repaired/replaced in the spring due to significant damage, mainly by vandalism.

B. Keiser also reported the library closed at 5:00 last Tuesday night and re-opened at 1:00 on Wednesday due to the weather.

The AARP tax people have begun their annual Tuesday and Thursday tax help sessions here at the library.

**Old Business** – It was noted there is still a vacancy on the Board.

L. Jenkins reported A. Harmon passed on a list of potential candidates to be contacted. She recommended letters be sent to the names on the list to see if anyone is interested in be considered for the vacancy.

It was also noted there will be additional Board members completing their terms at the end of this year creating additional vacancies.

**New Business** – The Trustee Institute is coming up in April. More information will be forthcoming.

The meeting adjourned at 9:10.