

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held on Tuesday, June 19, 2012 at 8:30 a.m. at the Hughes Library.

Present: A. Stevens-Arroyo, L. Duponte, J. Field, P. Gibson, M. Liberman, J. Morganthau

Absent: G. Geiger, C. Pooley

Staff: B. Keiser, M. Erm, P. Marra

Guests: None

The meeting was called to order at 8:32 by L. Duponte.

Correction to the May minutes:

“Treasurers Report approved by JM, second GG” should state it was John Field’s approval not Jan Morganthau’s.

JF moved to accept minutes as corrected; PG second, AS abstained since he was not present at May’s Board Meeting. Minutes approved with correction.

John Field made a motion to go into executive session to discuss real estate negotiations at 8:35, seconded by A. Stevens-Arroyo.

Return from executive session at 8:54.

President’s Report – nothing to report.

Treasurer’s Report – J. Morganthau

Tax income looks good, there is more income from taxes and we are ahead of the anticipated budget.

Three payrolls during the month of May caused the jump in cost for personnel.

Current month tax income may be better than having the year to date comparison to last year normally included in the board packets. Current year to date and monthly tax income will be distributed next month.

Motion to accept bills: JF moved to accept, seconded by AS.

Two CD’s to mature shortly: \$50,000 in July, \$40,000 in November.

Financial committee discussed a finance policy basis which was brought up by JM and presented to board for consideration and discussion. PG expressed concerns that some of the language was too specific and restrictive, and offered some alternative language.

The balance the Ioannides Fund, after distributing \$20,000 annually into operating budget should be approximately \$160,000. Discussion on whether this balance should be invested. Suggestion was made to ask Morgan Stanley what they recommend for balance.

Motion to pay \$48,600 invoice from F/J Hess & Sons for the first portion of the HVAC work was made by JF - AS second. Motion carried.

JF/JM moved to approve the bills as presented. Carried.

Buildings and Equipment – John Field reported that the work on HVAC is mostly done – but work still needs to be done on 3 units. These additional three units will be also covered by the grant as matching funds; as per Beth Bisbano. By the next meeting everything should be completed.

Painting needs to be done and hot water heater in maintenance closet (\$500) may need to be replaced.

The problem with people driving over/through front planters in the parking lot brought up at the last meeting may be eliminated by maybe extend the planting section. In order to see if this would this be a possibility will need to get an estimate on cost.

Publicity & Community - AS reporting that depending on outcome of SMF negotiations he will have a plan to proceed with publicity.

Policy and Operations – nothing to report

Personnel – nothing to report

SMF Task Force – nothing to report

Strategic Planning – nothing to report

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

B. Keiser's director's report complimented the FRIENDS on a very successful and well run book sale. The HVAC project is underway at Hughes with the crane finished by 10:30 am on the first day. Reference staff proctored a record setting number of exams in May – a total of 30. Also underway are the audit and summer reading programs for all ages. A more detailed printed report will be emailed to the Board members.

Old Business – nothing to report

New Business – LD suggested that the board send a “Thank You” letter to the Friends for the great work on the annual Book Sale.

JM made a motion to adjourn at 9:53 am which was seconded by JF. Carried.