

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, Jan. 17, 2012, at 8:30 a.m. at the Hughes Library.

Present: T. Weitzmann, L. Duponte, M. Liberman, J. Morganthau, B. Ewen, J. Field, A. Stevens-Arroyo, G. Geiger, C. Pooley

Absent: P. Gibson

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

Guests:

The meeting was called to order at 8:32 a.m. by T. Weitzmann.

ML/JF moved to approve the minutes of the Dec. 20, 2011 meeting, as presented. Carried.

President's Report – T. Weitzmann introduced G. Geiger to the Board. Todd conducted the election of new 2012 officers.

JF/JM moved to nominate L. Duponte for President. Nominations closed. Carried.

LD/JM moved to nominate J. Field for Vice-President. Nominations closed. Carried.

JF/BE moved to nominate J. Morganthau for Treasurer. Nominations closed. Carried.

JM/JF moved to nominate P. Gibson for Secretary. Nominations closed. Carried.

T. Weitzmann left the meeting and L. Duponte conducted as President. She handed out lists to members interested in filling positions on standing and ad hoc committees. The Board needed to appoint a member to represent them on the Foundation's Board.

JF/ML moved to nominate G. Geiger to fill above appointment on Foundation Board. Nominations closed. Carried.

Treasurer's Report – M. Liberman reviewed month/year expenditures and the annual budget. He cautioned the Board once again that we are in a budget crunch. We were budgeted in 2011 for \$1,233,000 from tax receipts, which was less than the county told us to expect, but still over \$4,000 more than the 99% expectation. We are expected to receive \$1,242,000 from the county in 2012. State funding is flat, along with the county budget. The library should know by the end of May if county tax revenues are on track. B. Keiser advised that if not, there may have to be cuts in materials or staff.

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

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

Buildings and Equipment – J. Field told the Board that the bidding process for the new heating/air conditioning units ends on Jan. 30. There will be a bid review meeting on Feb. 6 at 2:00 PM. He hopes to have a bid proposal to present for vote at the Board's Feb. 21 meeting. Strunk/Albert suggested bidding for 5 units instead of 9 because they felt 4 units were still serviceable. Also, John told the Board that the library had an opportunity to collect existing library furniture from Stroudsburg High School. There's a possibility that this furniture could be used for a new SMF branch at no cost. Niles Possinger has loaned a semi truck for storage. C. Pooley, concerned with space for books for the Friends' annual sale, said the Friends would be willing to pay for an additional storage unit for the furniture. This issue will be decided at a later date when specifications are explored.

Publicity & Community Relations – P. Gibson was absent from the meeting – thus nothing to report.

Policy and Operations – J. Morganthau reported that sections of the new Board Policy manual were sent out to the members. Both T. Weitzmann & J. Morganthau agreed that the wording was ready for a vote by the Board.

JF/A S-A moved to approve that portion of the Board Policy manual. Carried.

It was decided that one hard copy will be kept at the library.

Personnel – L. Duponte reported that the Personnel manual is complete with completion of the revised staff evaluation forms.

SMF Task Force – B. Keiser recommended that the committee should meet and evaluate new options presented for the new SMF branch. The SMF Township supervisors have 3 new locations for consideration.

Long Term Planning – Nothing to report.

Nominating Committee – Nothing to report.

Director's Report – In addition to B. Keiser's written report which she handed out to the Board members, she mentioned that the State Deputy of Libraries is retiring. She was a strong voice for public libraries. She also highlighted the new E-rate program to reduce telecommunication costs, the Family Place workshops starting at the library mid April to improve reading readiness at a very young age, and the "Get Real" equipment the library has received to assist visually challenged patrons.

Old Business – Nothing to report.

New Business – A. Stevens-Arroyo met with Mary Erm to discuss a pilot program to introduce Spanish speaking books to children.

The meeting adjourned at 9:20 am on a motion by JM/JF.