

The regularly scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held on Tuesday, June 21, 2011, at 8:30 am at the Hughes Library.

Present: A. Stevens-Arroyo, L. Kline, T. Weitzmann, M. Liberman, J. Morganthau, P. Gibson, B. Ewen, and J. Field

Absent: none

Staff: B. Keiser, M. Erm

Guests: none

The meeting was called to order at 8:32 am by Todd Weitzmann.

May minutes were unavailable for review and approval.

President's Report –

Because Attorney Prevoznik was unable to attend the meeting, President Weitzmann initiated discussion regarding the Department of Education, Office of Civil Rights, Voluntary Resolution Agreement. John Prevoznik recommended that we sign the document; Todd Weitzmann concurred, with concerns regarding abbreviated time line. All parties agreed to adjust the time frame. John Fields moved to accept the terms of the document with revised dates; Jan Morganthau seconded. Michael Liberman voted no. Motion passed.

Treasurer's Report - M Liberman reviewed the midyear financial status based on a finance committee meeting. Income on target; financials look good. The committee acknowledges concerns about unexpected and increasing building expenditures.

LK/PG moved to accept Treasurer's Report. Carried.
ML/JF moved to approve the bills as presented. Carried.

Committee Reports

Buildings and Equipment – J Field reporting.

Need for replacement of toilet at Smithfields branch;

ML/BE moved to approve toilet replacement at Smithfields. Carried.

Smithfields also needs supplemental wiring and conduit due to overloaded sockets. Lombardo and Lipe will be asked to provide an estimate of the work for consideration at the July meeting.

Friends made request to place a storage unit near back of garden area in order to improve sale efficiency and safety.

AS-A/JM moved to authorize FRIENDS to explore semi permanent storage options in back of fenced garden, Carried.

HVAC replacement needed for disabled units 2 and 6. John suggested we consider a mixed system, with some combination of a ductless system for the building and replacement of more efficient equipment in phases. BK suggested scheduling a work session with full board and Strunk-Albert Engineering to consider options. Board concurred. Work session to be scheduled as soon as possible.

Planning – B Ewen attended Special Libraries Conference in Philadelphia and has more ideas to move the strategic planning process forward.

Publicity & Community Relations - P Gibson met with Barbara Keiser and Mary Stewart Erm and continues to gather information.

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Personnel Committee – L Kline reported that committee will be meeting (tentatively July 14, 2011) to finalize revisions to personnel policy and review evaluation forms; Copies will be sent to all committee members.

Policy & Operations - J Morganthau reported progress on the Board Policy Manual.

Director's Report – Sirsi migration to SAAS complete. Friends Book Sale grossed approximately \$35,500. Approximately \$11,000 grossed from Bookstore Without Walls. New door counting system gives more accurate and useful information than previous system. Report given on Family Place Grant and Hughes grant. Audit complete. Summer Reading has begun. Bookmobile schedule changes. Adult programming included Jazz Bookhouse and Civil War Road Show companion programs. Two board members attended the Trustees Institute.

Old Business – None for current discussion. Members reminded to submit their statement of financial interest.

New Business – We have been invited to participate in a “Get Real” project, a statewide project to assist lifelong learning. More information to come.

The meeting adjourned at 9:46am on a motion JF/PG. Carried.