

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

Present: William Weitzmann, Lisbet Duponte, Carol Pooley, John Field, Stan Miles, Jan Morganthau, Gerard Geiger, Anthony Stevens-Arroyo

Absent: Phyllis Gibson

Staff: B Keiser, K Rustici, J Bosner

Guests: none

The meeting was called to order at 8:33 by L. Duponte

J Morganthau/G Geiger moved to approve the minutes of the February 19, 2013 meeting, as presented. Carried. A Stevens-Arroyo abstained because he was not at the February meeting.

**President's Report –**

- ▲ L Duponte reported that review of the by-laws of the Board indicates that 3 consecutive or 6 absences in a year is cause for removal of a Trustee from the Board.
- ▲ The director's evaluations are due.

**Treasurer's Report –**A motion to award Weseloh Carney & Co. to do EMPL's annual audit for the next three years. J Morganthau/ A Steven-Arroyo .Carried.

A Steven-Arroyo/G Geiger moved to approve the Treasurer's Report. Carried.

J Field/ S Miles moved to approve the bills as presented. Carried.

**Buildings and Equipment-** J Field reported that the committee will meet to discuss the improvement of the parking lot and the possibility of a new phone system.

**Publicity & Community Relations –**The article was published in the *Pocono Record* on March 9<sup>th</sup> 2013 to welcome Stan Miles and thank Michael Liberman for his services. Anthony Steven-Arroyo, from the organization FLECHA and Julie Bosner, the children's department head at EMPL are working on programs which engage the Latino culture. The program for children is "Hola Amigos" and the program for teens is "Sing me a Story"

**Policy and Operations –**nothing to report

**Personnel-** It was noted that employees are wearing their name badges at EMPL which help to identify who is staff, and it is time to evaluate the director.

**SMF Task Force** – nothing to report

**Strategic Planning** – nothing to report

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

Tax forms are finally in.

Statistical reports are once again kept monthly and will be distributed at the meeting rather than included in the email packet.

State report is done with the exception of a few minor details..

Our experimental help desk on the first floor of Hughes is proving successful when we can have someone there.

The youth services department is busy with summer reading planning as well as the Yertle Shell-a-bration on June 27. The Buck Hill/Skytop Arts Festival is again assisting with programming for all the public libraries in the county.

**Old Business** – Nothing to report.

**New Business** – Julie Bosner offered Board Members each a copy of *Bus for Us* in English and in Spanish from the PA One Book, Every Young Child initiative which makes distribution copies of books available each year in recognition of the importance of early literacy and ready to read skills. The books are purchased for Monroe County children with county coordination funding and shared by the five Associated Libraries.

A **Motion** to move into executive session at 9:00am for a discussion of real estate. J Field/J Morganthau Carried unanimously.

A **Motion** to move out of executive session at 9:37am by J Field/J Morganthau Carried unanimously.

The meeting adjourned at 9:37 am on a motion by J Field/J Morganthau Carried