

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, March 20, 2012, at 8:30 a.m. at the Hughes Library.

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

Absent: C. Pooley

Staff: B. Keiser, M. Steen

Guests:

The meeting was called to order at 8:31 a.m. by L. Duponte.

**GG/JM moved to approve the minutes of the Feb. 21, 2012 meeting, with two corrections. Carried.**

**President's Report** – Nothing to report.

**Treasurer's Report** – J. Morganthau observed that the county taxes are coming in slowly. M. Liberman questioned the figure representing the Ioannidis fund. It should be \$20,000 a year, not \$200,000. B. Keiser commented on the fact that the Adult Collection is over budget because of start up costs for E-Book service. That will not continue.

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

**JF/PG moved to approve the bills as presented. Carried.**

**Buildings and Equipment** – J. Field presented two bids for painting the green trim outside the building. Ivanovich bid \$13,900 for two coats of paint, and \$11,350 for one coat (June 2011). Frantz bid \$8,000 for two coats (Feb. 2011). J. Field recommended we go with Frantz. The Board determined we need more current bids.

**ML/JM moved to accept the Frantz bid if it still comes in lower than Ivanovich. Carried.**

**ML/BE moved to approve Frantz' bid if the cost is no more than \$8,500. Carried.**

Hunter & Sons Electric proposed a bid of \$800.00 to do the outside lighting of the Hughes sign at night. The cost includes \$500 for the fixture and \$300 for labor.

**ML/JM moved to approve Hunter & Sons' bid for \$800.00. Carried.**

**Publicity & Community Relations** – A. Stevens-Arroyo suggested the Board prepare a script to emphasize that the cost of the new Smithfield building would be coming from grant money, not tax money. He mentioned the possibility of a press release to the Pocono Record. Also, along with M. Erm, A. Stevens-Arroyo organized two activities on Sat. March 10 for pre-teens and teens of Latin American and Hispanic heritage to encounter literature about their culture and identity in today's world.

**Policy and Operations** – J. Morganthau had nothing to report.

**Personnel** – B. Keiser's evaluation, distributed by L. Duponte, is due April 13, 2012.

**SMF Task Force** – **A S-A/JF moved to go into Executive Session at 8:35 am.**  
**Carried.**

**JF/BE moved to come out of Executive Session at 9:34 am.**  
**Carried.**

**Strategic Planning** – Nothing to report.

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

1. Networks have been shifted from Frontier to PenTeleData . That represents a band width increase from 2 to 10. There are Verizon cell phones at both branches in case of power outage.
2. B. Keiser distributed a packet containing Ethic Commission forms for Board members to complete.
3. Youth Services is conducting registration for their first "Play & Grow" program funded by the Family Place Grant.
4. The statistics cumulative on Excel need to be reworked by M. Erm for State report accuracy.
5. The formula for state aid is based on a certain percentage, not census figures.
6. The Book Expo scheduled for July 21<sup>st</sup> is in its 3<sup>rd</sup> year, and will have booth space for both authors & publishers. The speaker for National Library week is Mary Shafer, author of "Devastation on the Delaware", scheduled to speak at Western Pocono Community Library on April 11.
7. There is a Trustee Institute on March 31 in Bethlehem.

**Old Business** – Nothing to report.

**New Business** – Nothing to report.

**The meeting adjourned at 10:05 am on a motion by JM/PG.**