

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, November 16, 2010, at 8:30 a.m. at the Hughes Library.

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

Absent: L. Kline

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

Guests:

The meeting was called to order at 8:30 a.m. by T. Weitzmann

JM/PG moved to approve the minutes of the October 19, 2010 meeting, as presented. Carried.

President's Report – T. Weitzmann had nothing to report.

Treasurer's Report – The Finance Committee is reviewing the proposed budget for 2011. As far as income, the budget is similar to this year's: 2010 - \$1,807,000.00 and 2011 - \$1,803,000.00. The budget may change if county municipal taxes change. State funding has been reduced by 9% which equals approximately \$40,000. One concern is the fact that state funding will be allocated on a monthly basis, and if the Pennsylvania budget deficit continues, we may see another reduction in state funding. Local tax revenues now stand at 1.1 mil, and B. Keiser does not see a reduction there.

M. Liberman discussed the Building Fund's investments in CDs and cash availability. He proposed reinvestment of CDs with Morgan Stanley on a 2-year basis. He also discussed the possibility of putting \$50,000 in a different investment. Several Board Members brought up the need for an investment policy to be put in place. All points will be discussed at the Finance Committee meeting.

EMPL has received a bequest from the estate of Mr. Nickolas Ioannidis. The library has been in contact with Lori Cerato concerning division of stocks, bonds and mutual funds between special interests.

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

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

Buildings and Equipment – B. Huffman will be meeting with B. Keiser after the Board Meeting to discuss the Library's "Wish List".

Publicity & Community Relations – Nothing to report.

Policy and Operations – Nothing to report.

Personnel – J. Field reported on results from the Personnel Committee meeting. Basically, two issues were on the table: a salary increase for staff in 2011 and an offer of rewarding staff who have been with the library for 25 years, or longer, with a 5th vacation week.

The salary increase would represent a possible 3% increase based on merit, and would be implemented between Jan. 1 and March 1 following staff evaluations by dept. heads in the 1st quarter of the year. The cost of living index could be a factor in the increase percentage.

The 5th vacation week for staff would have a limited impact. In 2011, there are 4 staff members who would be affected by this. The next person would be in 2020, 2 people in 2023, and 3 people in 2024.

JF/BE moved to approve 25 vacation days for employees with 25 or more years of service. Carried.

SMF Taskforce – Nothing to report.

By Laws – Nothing to report.

Nominating Committee – The Board is soliciting letters of interest from E. Stroudsburg /Price Township candidates to fill the position being vacated by B. Huffman, who has ended her tenure.

Director's Report – B. Keiser reported on several aspects of the Pennsylvania Library Association's conference in Lancaster. One important aspect of the conference was the open Governor's Advisory Council's report studying the Library Code and the Libraries' 21st Century Literacies initiative. This may be the catalyst needed to drive our strategic plan to completion.

B. Keiser also reported on some projects in the works:

1. Communication with PenTeleData concerning broad band improvements
2. The Friends of EMPL will cover the cost of galley lighting.
3. Interior painting at PTL branch will be on the project list for 2011.
4. Possibility of an increase in non-resident fees
5. Interest in continuing the Author Expo next year

M. Erm has applied for a Family Place Grant which targets workstations and activities on the internet for pre-schoolers.

Old Business – No old business

New Business – The library has received a letter from George Westervelt concerning the release of height restrictions with Monroe Optical. The original restriction stems from a contract with Stroud's and their concern for visibility. The reason for the release is because Monroe Optical wants to install solar panels on its roof. The Board will investigate Stroud Township's regulations concerning this, and, also, more information on parking access between Monroe Optical and Midas.

The issue of adopting new meeting room charges is tabled until the December meeting.

M. Liberman requested a recommendation by the Board to keep the 3% salary increase in the 2011 Budget, still to be approved.

The meeting adjourned at 9:30 on a motion by JF/BE .