

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

Present: T. Weitzmann, M. Liberman, J. Morgenthau, J. Field, P. Gibson

Absent: L. Kline, B. Ewen, A. Stevens-Arroyo, B. Huffman

Staff: S. Butler, B. Keiser, M. Erm

Guests: S. Gardner, Easton Area Public Library District Consultant

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

JF/JM moved to approve the minutes of the Sept 21, 2010, meeting, as presented. Carried.

President's Report – T. Weitzmann reported that the Volunteer Luncheon was a success.

Treasurer's Report - There will be a meeting with the Foundation, Friends and Library regarding a joint audit of the three organizations. It was noted that the library should start work on requesting bids for the audit.

M. Liberman reported the Finance Committee will be meeting to work on the budget. Preliminary work has already begun.

He reported on the financials and noted that we are currently ahead of budget for tax income by about \$30,000. He explained that we are nearing 100% of the certified estimated tax totals. We had budgeted at 96% collection.

M. Liberman explained the current cd investments and noted he had held off re-investing because of the possibility of the need for cash for a Smf branch. He recommended we move all but about \$50,000 back into the laddered cd plan.

M. Liberman explained we laddered them at 3 month intervals over a 2 year span. There would be a penalty if we had to cash them in, but the penalty would be insignificant.

The Board felt it was a good idea to continue this investment strategy.

Expenses are well within budget.

JM/PG Moved to approve the financials for audit. Carried.

JM/ML Moved to approve the bills as presented. Carried.

Buildings and Equipment – B. Keiser reported in B. Huffman’s absence. She is working on a list of projects that will need to be funded either from operating and/or donations or underwritten by the EMPL foundation or the Friends organization.

Personnel Committee – B. Keiser reported in L. Kline’s absence. There will be a meeting in conjunction with the finance committee/budget preparation.

Policy – J. Morganthau reported that the next item of business for the Policy Committee will be to develop a Board Policy Manual.

SMF Taskforce – J. Morganthau reported that she was preparing to re-write the letter to J. Prevoznik regarding the anonymous benefactor for the Smf branch, but before that happened B. Keiser met Kevin Hughes at a meeting and they began talking about Smf needs.

Board members felt that we should notify Attorney Cramer and have him recommend to his clients that they move forward with pursuing buyers for their property as the library is unable to afford it at this time.

Until we know to what extent the Hughes Foundation would be able to support the project and/or another Foundation, we can’t move forward.

J. Morganthau suggested the taskforce get together before the next board meeting to discuss fundraising and begin looking around for other buildings.

T. Weitzmann suggested that if we don’t take into account the possibility of the need for mortgage in the budget we won’t be able to move forward.

Nominating Committee – The Board was reminded that B. Huffman will be ending her tenure and we will need a candidate to replace her. (Price and E. Stroudsburg). Have no potential candidates currently from either of these municipalities.

Director’s Report – B. Keiser introduced Susan Gardner – District Consultant from Easton. She explained the District Consultant visits each library in the district once per year.

PaLA will be next week and a number of staff will be attending.

B. Keiser attended a meeting last week as one of 4 beneficiaries of the estate of Nickolas K. Ioannidis. The library will receive at least \$200,000. She explained the benefactor has no family and his attorney helped him focus on the groups he would like to name as beneficiaries - VNA Hospice, Lutheran Village, Meals on Wheels, Library.

The attorney needs approval from each of these organizations to accept a low bid of \$100,000 for the sale of his home in LaBar Village. The home is in bad shape and all furniture will be given to PATH.

The Board was in favor of accepting the minimum price on the sale of the LaBar property at \$100k.

B. Keiser will be discussing with the Finance Committee as to how this money will be used. This bequest is not through the Foundation, but directly to the Library.

B. Keiser explained there is an agreement between the library and the Foundation that the library can turn over money to the foundation for investments purposes, rather than handle it.

M. Liberman asked if there has ever been any response from Lehman Twp regarding a request for some funding since they are out of our service area and we provide service to a number of people from that township. There has been no response.

B. Keiser reported on the death of Esther Geshensky, a long time volunteer for the library. Family has asked that memorial gifts be kept in a fund to purchase a leaf for the Tree of Life.

B. Keiser reported the IT team and Exec Team are working on integrated library systems. She explained we have been using SIRSI for in excess of 10 years and will look at other options. We will be looking at open source software. The costs for a new integrated library system will need to be budgeted in next year's budget. We are looking at a system where the server is hosted remotely. In conjunction with the budget staff will have a recommendation as to what system we would like to have.

M. Erm reported Kiwanis has done a small fundraiser and the library will be receiving around \$300.00

J. Smar will be doing a presentation this Sat., Oct 22.

B. Keiser will forward a printed report to the Board with upcoming events.

Old Business – No old business

New Business – No new business

TW/ML Moved to go into Exec Session at 9:25. Carried.

The Board came out of Executive Session at 9:44.

The meeting adjourned at 9:45.