

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held on September 17, 2013 at 8:30 a.m. at the Hughes Library.

Present: Lisbet Duponte, Stan Miles, Jan Morganthau, Gerard Geiger, Tony Stevens-Arroyo, Carol Pooley

Absent: William Weitzman, John Field, Phyllis Gibson

Staff: B Keiser, K Rustici, J Bosner

Guests: Susan Gardner

The meeting was called to order at 8:30 by L Duponte.

G Geiger/J Morganthau moved to approve the minutes of the Aug 20, 2013 meeting, as presented and Carried.

J Bosner, Children's Department Head, reported that the summer reading programs have been completed and The Lock-In for teens went well with no problems. The children's area at Hughes is rearranged to make it more accommodating for the parents to be involved with the child's play area. The Board of Trustees is invited for the Family site visit on Friday, November 1st, which will make the library an official "Family Place" library. Suzanne Campbell, formerly in the children's department, has been promoted to Circulation Manager.

President's Report –The 17th annual Volunteer Recognition Luncheon will be held on Sunday, November 3, 2013 at 1pm at the Sycamore Grille. We have received a donation from the Lester Ableoff Estate in the amount of \$5,000.00 which will be deposited into the Reserve account.

Treasurer's Report –Tax income is higher than the year to date budget and is only \$40,000.00 from the entire year's budgeted income. Finance committee has met with Kevin Yuko to recommend the investments of the funds. We need to eliminate the current finance policy in effect for the Zeigler fund in order to continue with the project for the expansion of the Smithfield's branch.

C Pooley/J Morganthau moved to eliminate the spending limit provision of the Ziegler fund policy and Carried

T Stevens-Arroyo/S Miles proposed the following Resolution: The EMPL Board of Trustees will make fundraising a priority to rebuild the Ziegler Fund. Carried.

S Miles/C Pooley moved to approve the Treasurer's Report and Carried.
G Geiger/C Pooley moved to approve the bills as presented and Carried.

Buildings and Equipment-We have 2 proposals for the bathroom renovations being presented at the Friends board meeting, on Wednesday September 18, 2013 and an email will go out to Board of Trustees by after they have voted. Plans to improve pedestrian safety in the Hughes parking lot are still under consideration.

Publicity & Community Relations –nothing to report

Policy and Operations –Committee will meet to discuss food policy for the patrons as well as the policy for the community room.

Personnel- nothing to report

Strategic Planning – nothing to report

Director's Report – Highlights from B. Keiser's report: August brought the end of the summer reading programs and several staff vacations. Circulation increased at all locations except Corrections. Thank you to the Buck Hill Skytop Music Festival for providing all the libraries in Monroe County with programs for children about the lively arts. Audit is complete and reported to the Board and Commonwealth Libraries.

Staff changes included the resignation of part time technical services librarian Rebecca Bruneio and circulation department supervisor Jessica Serrano Groller. Cheryl Brice was promoted to librarian in technical services and Elaine Ackroyd-Kelly will be the new part time library assistant. Suzanne Campbell, a library assistant in youth services, accepted the position of circulation department supervisor, effective September 16. Outreach services are fully staffed and planning for fall community days and parades. Branch managers Patti Marra and Sue Young shepherded the summer reading programs and continue to work with youth services staff to provide the same variety of activities available at the main library. Collection maintenance is ongoing with a relocated Smithfield's branch in mind. We welcome the Northampton Community College ESL class for two six week sessions. The class is free and meets three days a week.

With the help of Phyllis Gibson, a donation was made from the Rotary Club in the amount of \$500.00 to put toward new furniture in the entrance of our Hughes Library.

Staff is planning the move of art, books and non-print resources from the estate of Jesse Weiss. Staff development day is scheduled for November 12, 2013. Phyllis Gibson will represent the county libraries at the Association of Township Officials annual dinner meeting.

Old Business

We are in the final stages of the lease agreement to move forward with the expansion of the Smithfield's project. A public statement will go out as soon as the lease is signed.

New Business

T Stevens-Arroyo asked a letter be sent to the Tea Party Patriots reminding them of the open and free provisions of the EMPL meeting policy. Staff assured the Board that the group would be reminded in print in addition to the call which had already been made.

The meeting adjourned at 9:40am on a motion by J Morgenthau/G Geiger and Carried.

Respectfully submitted,

Korey Rustici and Barbara Keiser, EMPL Staff