

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, April 20, 2010, at 8:30 a.m. at the Hughes Library.

Present: B. Huffman, T. Weitzmann, B. Murphy, M. Liberman, L. Kline, B. Ewen, P. Gibson

Absent: J. Moganthau

Staff: S. Butler, B. Keiser

Guests:

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

**ML/BH moved to approve the minutes of the March 16, 2010, meeting as presented. Carried.**

**President's Report** – T. Weitzmann welcomed Phyllis Gibson and confirmed her appointment to the library Board of Directors by Price and Jackson Townships.

T. Weitzmann recused himself from any discussion/action on the Smithfield property due to conflict of interest

**Treasurer's Report** - M. Liberman reported the library is ahead of budget on tax income and slightly under budget on expenses.

He distributed copies of the CD investments from Smith/Barney.

He reported that he has asked S/B not to re-invest a portion because of the possible need for cash for the purchase of property.

He explained that the library can access money from additional CDs by selling them at a profit if there is need for additional monies.

**LK/BM moved to approve the Treasurer's Report for audit. Carried.**

**ML/LK moved to approve the bills. Carried**

**Buildings and Equipment** – It was reported that the flooring for the Children's Activity Room has been ordered and staff is trying to schedule a couple of days for them to come in and install it.

Schnaitman (Flooring America) is looking around for some other product for the elevator.

**Planning** – No Report

**Personnel Committee** – LK reported the committee met with the Director and reviewed her evaluation.

**Policy** – Copies of the Meeting Room Policy were distributed to the Board – asked to remove the phrase “political agenda” from the policy. The policy was put to committee for review and presentation of changes at the next Board meeting.

**By-laws** – T. Weitzmann presented the proposed by-laws in J. Morganthau absence.

There was some discussion about “Robert’s Rules of Order” being replaced by “Modern Rules of Order”. “Modern Rules” seems to be a little more straightforward and recommended by the library solicitor.

**ML/BE moved to approve the changes to the by-laws. Carried.**

T. Weitzmann and B. Keiser will make an appointment to meet with the Commissioners to discuss these recommended changes.

**Nominating Committee** – B. Keiser reported there has been some response to the letters sent out to potential Board candidates.

**Fundraising** – No Report

**Director’s Report** – B. J. Keiser reviewed her written report. She distributed signed copies of the children’s book “What a Treasure”. The book’s illustrator was here at the library for a program.

Tax season is over and the State Report is in. She extended thanks to Sue Butler for her assistance with the financials. The audit is due to the State Library by October. Our auditors will start to work with staff over the summer.

Library staff is going to try to organize a “book expo” with local authors for Monroe County – on a Saturday in July.

B. Keiser will be gone from April 30 through May 6 for vacation.

She explained the rental collection now being offered by the library. People can pay \$3.00 to get a new book immediately rather than wait on a long holds list. This collection will be paid for directly by the Friends. When the demand for the book is gone, the book will go back to the Friends to sell at their book sale.

She noted that staff is unable to tell as yet if credit cards are making a big impact. A number of patrons are using credit cards, but we don’t know if we would have gotten the money anyway.

New bags were donated to the library from the Sewing Friends, for transporting books.

There was another trip and fall at the front of the Hughes facility. The handicap cut out is not centered on the walk causing a number of trips.

**Old Business** – L. Kline noted the Personnel Committee will be meeting to look at job descriptions.

**ML/BM moved to go into Exec Session regarding a real-estate matter at 9:25. Carried.**

**ML/LK moved to come out of Exec Session at 10:30. Carried.**

**ML/BM moved to authorize Attorney Prevoznik to act on behalf of the interests of the EMPL in developing an agreement of sale for the purchase of the property in Smithfield Township as a condo with a finished interior and dedicated parking. Carried.**

B. Keiser recommended the library contact J. Schoonover, architect, with the information that the library is moving forward with developing the agreement of sale.

**The meeting adjourned at 10:35.**