

The regular scheduled monthly meeting of the Board of Directors of the Eastern Monroe Public Library was held on Tuesday, February 20, 2007, at 8:30 a.m. at the Hughes Library.

Present: E. Rydell, B. Murphy, B. Huffman, A. Senese, A. Harmon, L. Jenkins, D. Lynch

Absent: T. Weitzmann

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

Guests:

The meeting was called to order at 8:35 a.m. by E. Rydell.

BM/BH moved to approve the minutes of the January 16, 2007 meeting, as amended. Carried.

President's Report – E. Rydell commented that the library has been receiving some good publicity lately.

He reported he will check with the Commissioner's office and ask them the status on the board vacancy replacement.

He distributed the committee assignments.

B. Keiser reported the library was closed on Wednesday, February 14, due to the weather and opened at 10:00 a.m. on Thursday, also due to the weather.

Treasurer's Report - A. Harmon presented the Financials noting that Tax revenues are trickling in which is normal for this time of year. We should see a significant increase in April.

She explained the large donation figure reflects another check in the amount of \$51,000 received from the Garland T. Sloan estate. This money will be moved over to the Smith Barney Building Fund.

Salaries and all personnel expenses are slightly under budget.

Collection Development expenses are under budget at this early date.

A. Harmon explained the majority of the money in the Smith Barney account is from the Sloan estate. The February Balance Sheet should show a balance in the Smith Barney account in excess of \$400,000.

BH/BM moved to approve the financials for audit. Carried.

The bills were reviewed.

BM/DL moved to approve the bills as presented. Carried.

Buildings and Equipment – B. Huffman reported that J. Snyder will be coming in to check out the main staircase for repairs.

Contact has been made with Family Carpet about repair of the carpet at Pocono twp branch.

The Building Committee recommended that the library contract with Summit Cleaning for a semi annual deep cleaning of the library.

AH/DL moved to hire Summit Cleaning Service for a spring cleaning of the library at a cost of about \$1500.

Personnel Committee – requested going into Exec Session at the end of the meeting for personnel discussion.

Art/Acquisitions

Policy

Planning –

Director's Report – B. Keiser distributed copies of her written report.

She called the Board's attention to the statistics report and noted that we keep these statistics as one of the ways of measuring service from a quantitative aspect.

It was reported that S. Cooper, Tech Services Dept Head/Systems Administrator has resigned and will become the Assist. Direct of the library at Sussex County Community College.

We now have a new Dick Phillips sculpture that had been a part of the Max Cohen collection – entitled "Bones". In about a week we should have the replacement for the piece that had been broken.

B. Keiser reported the library has been invited to participate in the Art Trail. She explained that we will plan to participate as this will be very good exposure for the library.

M. Erm reported Middle Smithfield Twp will host us again this year for the summer reading program

She reported on the new program using a Therapy dog where kids will read to the dog.

The Associated Libraries all county boards' meeting is planned for May.

She explained that she is starting to receive a lot of e-mail requesting the information be forwarded to Board members. She noted she will try not to forward all of it, but will make an effort to screen and forward some.

Old Business

New Business – E. Rydell noted there is a Trustee membership with the PaLA. He shared some materials and explained the benefits of joining - \$25.00 annual fee for trustees.

AH/BM moved to go into Executive Session at 9:15. Carried.

The Board came out of Executive Session at 10:20.

AS/AH moved to approve the Director's performance evaluation as presented by the Personnel Committee. Carried.

The meeting adjourned at 10:25.