



BRADFORD AREA PUBLIC LIBRARY

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Regular Monthly Trustees Meeting
March 21, 2016

I. Call to Order; Establish a Quorum

Chairwoman Christine Minich called an executive meeting of the Trustees of the Bradford Area Public Library to order at 5:00 PM in the Carnegie Room of the Library. A quorum was present.

Present: Steve Hardin, Mike Luciano, Chris Minich, Kristen Tim, Tina Martin, Bob Esch, Becky Jensen, Lacey Love, and Lisa Olszak-Zumstein.

Absent: Marjory Knox.

Following adjournment of the Executive Session, the regular meeting was called to order at 5:35PM.

II. Consent Agenda

a. The minutes of February 8, 2016 meeting of the Board of Trustees meeting were presented without corrections and the minutes of January 11, 2016 were accepted as corrected.

b. Financial Reports. The Financial Dashboard report was presented with brief comments.

A motion was made by Bob to accept the Consent Agenda as presented; seconded by Becky. Carried unanimously.

III. Information Items

A. Executive Director Report. Lacey reported that the recent murder in the library mystery event was a success. A sizable donation from the Eulalia Dempsey Trust funded the furniture and other items for the Early Literacy Center. The library was invited to School Street Elementary School for Read Across America Day in honor of Dr. Seuss's birthday. Lacey also noted that she had attended a presentation on Naxolone, a medication used to counteract the effects of a drug overdose.

Tina suggested that the office manager, Amanda Gustafson, attend the next Board of Trustees meeting.

B. Chairman's Report. Chris acknowledged several positive activities that the Lacey and staff are undertaking for the good of the library and is encouraged with the progress of several major improvements in the building, programming, technology, and events.

C. Committee Updates.

Internal Affairs Committee

Lisa presented a Restricted Fund Policy draft for review by the Board of Trustees. Approval was tabled until next month. Discussion followed on library policy update procedures, citing need to shorten review time and quicken approval. It was suggested to discuss the policy on policies at the next meeting.

External Affairs Committee

Bob made a brief comment on projected community relations involving Gannon University.

There were no other Committee updates.

IV. Board Approval.

1. Lisa made a motion that the Board of Trustees require 11 ½ gauge fencing for the area beside the creek, with the stipulation that it be erected as soon as possible. Seconded by Tina. Carried unanimously.
2. Lisa made a motion that the Board of Trustees approve the purchase of a projector for the community room. Seconded by Becky. Carried unanimously.
3. Lisa made a motion that the Board of Trustees approve the capital project bids recommended by Lacey (including painting in the community and meeting rooms and electrical work based on acquiring similar quotes from vendors and their ability to complete the work in a timely fashion), pending selection of color and determination of coats of paint needed, and pricing of electrical work to complete the project. Seconded by Mike. Carried unanimously.
4. Lisa made a motion that the Board of Trustees approve the installation of new carpeting in the community room and meeting rooms. Seconded by Steve. Carried unanimously.

V. Reminders for the Good of the Order.

There will not be a Derby Fund Gala this year, as the Board feels that they will be too involved with the new community room updates and other capital campaign improvements. Possibly, a mother/daughter tea will be held in its place. Judy Carr will coordinate this.

A meeting was held following the meeting to discuss the work plan for the upcoming capital projects.

VI. Adjournment

There being no further business to come before the board, Lisa made a motion for adjournment at 6:00 PM, seconded by Tina. Carried unanimously.

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