



BRADFORD AREA PUBLIC LIBRARY

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Regular Monthly Trustees Meeting
April 25, 2016

I. Call to Order; Establish a Quorum

Chairwoman Christine Minich called a regular 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, Lacey Love, and Lisa Olszak-Zumstein.

Absent: Marjory Knox.

Excused: Becky Jensen

Guest: Amanda Gustafson, BAPL Office Manager.

Chris noted that Marjory Knox will be tendering her formal resignation and that Lafayette Township has appointed someone to take her place on the Board of Trustees.

Presentation

Prior to the official Trustee meeting Senior Outreach Coordinators Len Norville and Elaine Summerday gave a short presentation outlining their twice a month county wide volunteer work to bring books (including large print and audio books) to local senior centers, nursing homes, and assisted living homes. Elaine described the various types of books lent to these locations, spoke briefly on how these books are acquired and thanked Lacey for the library's support.

Chris offered to supply the pair with gas cards in appreciation for their efforts.

II. Consent Agenda

a. Corrections to the minutes of March 21, 2016 meeting of the Board of Trustees meeting were noted.

b. Financial Reports. The Financial Dashboard report was presented with several comments concerning Overdrive costs, fees, and input regarding books placed in circulation. Lacey will speak to Kelley at the upcoming District Meeting with her concerns.

Lisa suggested that a review of the Overdrive contract and particulars be included on the agenda for the next meeting.

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

III. Information Items

A. Executive Director Report. Lacey reported that National Library Week and National Volunteer Week were celebrated at the library with great success. She and Chris had also appeared on Liveline on WESB Radio. She also announced that there will be a new Storytime scheduled, twice a month in the evening.

B. Chairman's Report. Chris gave a verbal report, reiterating the success of the Volunteer Dinner.

C. Committee Updates.

Internal Affairs Committee

Lisa reported that a quarterly review with Brenda from J & S Accounting is planned.

Building and Grounds.

Mike reported that the fence near the creek beside the library has not been erected but will possibly be in place by the end of April.

External Affairs Committee

Steve will talk to the chairmen of UPB's academic departments to identify ways to benefit both UPB and BAPL, possibly through joint grants or marketing BAPL's advantages to college students (e.g. those researching local history or volunteer opportunities).

IV. Board Approval.

Lisa made a motion to approve the restricted fund policy as presented at the March 21, 2016 meeting. Seconded by Bob. Carried unanimously.

Lisa made a motion to transfer the \$5000 Kirk bequest to Northwest Savings Bank Trust fund. Seconded by Steve. Carried unanimously.

V. Reminders for the Good of the Order.

Chris congratulated Kristen Tim on her selection as the 2016 recipient of the Excellence in Representation Award, awarded by the United Way of Bradford.

VI. Adjournment

There being no further business to come before the board, Bob made a motion for adjournment at 5:50 PM, seconded by Tina. Carried unanimously.

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