



BRADFORD AREA PUBLIC LIBRARY

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Regular Monthly Trustees Meeting
May 16, 2016

I. Call to Order; Establish a Quorum

Chairwoman Christine Minich called a regular 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, and Lacey Love. Lisa Olszak-Zumstein attended via cell phone.

Absent: Marjory Knox.

Excused: Becky Jensen, Bob Esch.

Chris noted that Marjory Knox has not yet tendered her formal resignation from the BAPL although she has notified Lafayette Township that she is stepping down as that township's representative.

II. Consent Agenda

a. Corrections to the minutes of March 21, 2016 were accepted. The minutes of the April 25, 2016 Board of Trustees meeting were presented.

b. Financial Reports. The Financial Dashboard report was presented. The discrepancy between the first quarter in 2015 and the first quarter in 2016 in Monthly Door Count figures was discussed. This may be due to fewer programs presented, fewer organizations meeting at the library, etc. Lacey also noted that the 'weeding' of the books is nearly completed and that there has been a 20% collection turnover since she started at the library.

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

III. Information Items

A. Executive Director Report. Lacey reported the capital campaign meeting room renovations are nearly finished. The fence along the creek has been installed. She also reported on the success of two outreach programs which the library participated in, one at the prison FCI McKean's Lunch with My Dad, and the YMCA's annual KidFest.

B. Chairman's Report. Chris would like to choose a date for the reception to honor the library's donors sometime in July before the annual campaign begins in August. She'd would like it to be held in the main lobby. Tina suggested the 2nd or 3rd week of July.

C. Committee Updates.

Governance Committee

Tina and Lacey examined the library policies, concentrating on the Meeting Room Policy update, although it was noted that several of the other policies need updates, revisions, and/or additions. Some are still in draft form and were never formally approved by the Board. Lacey also reported that she will create an employee handbook for the staff.

IV. Board Approval.

Mike made a motion to accept the bid from the Stewart Sign Company for the electronic sign. Seconded by Kris. Carried unanimously.

Steve made a motion to accept the Meeting Room Policy, as outlined by the Governance Committee. Seconded by Mike. Carried unanimously.

V. Reminders for the Good of the Order.

Lacey will be hiring summer help for the circulation desk, for June through August.

VI. Adjournment

There being no further business to come before the board, Steve made a motion for adjournment at 5:20 PM, seconded by Tina. Carried unanimously.

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