



BRADFORD AREA PUBLIC LIBRARY

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Regular Monthly Trustees Meeting
September 19, 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 4:55 PM in the Carnegie Room of the Library. A quorum was present.

Present: Steve Hardin, Chris Minich, Bob Esch, Tina Martin, Lacey Love, Lisa Olszak-Zumstein, Becky Jensen, Lorna Smith.

Excused: Mike Luciano, Kristen Tim.

II. Consent Agenda

a. The minutes of the August 15, 2016 Board of Trustees meeting were presented.

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

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

III. Information Items

A. Executive Director Report. Lacey noted that the annual Ask campaign is at \$29,050, nearly at the set goal of \$30,000. The BAPL has received 10 copies of this year's One Book Bradford choice, *Just Mercy* from the YWCA. One Book Bradford activities are continuing this month. She announced that the Teen Book Club is selling currently BAPL sweatshirts and t-shirts to raise money for next year's Teen Club trip, destination yet unknown. Lacey also announced that she had been accepted into the 2016-2017 class of Leadership McKean.

Lacey would like to use the money donated by Northwest Bank to purchase 16 computer desks/carrols. Port Allegany Library would take the old carrols; Bob suggested also contacting Eldred Library, which was recently opened and in need of equipment.

B. Chairman's Report. Chris reminded the Board that the annual Report to the Community is scheduled for Monday, Oct. 17 at 6PM, and asked Bob to provide commentary on the Capital Campaign and Donor recognition and Lisa to present the Financial Status report. Chris also commended the Trustees for 100% participation in the capital campaign fund raiser.

Chris also reported that the library has been asked to consider placing a "Little Free pantry" kiosk on library property. The concept centers on providing (on a small scale) needed items for local families, such canned vegetables and proteins, personal care items, and paper goods, etc. through community or organization

donations. Discussion followed; Chris suggested that the Board members go the LFP website, <http://www.littlefreepantry.org> to learn more about the program before any decisions are made.

C. Committee Updates.

Internal Affairs Committee – there will be a meeting with Northwest Savings Bank and PNC on Oct. 5 at 4PM.

External Affairs Committee – The Back to School rally was successful with good attendance.

IV. Board Approval.

- A motion was made by Becky to allow the closure of the library for one day during the first week of October (either the 3rd, 4th, or 5th) so that the installation of the circulation desk can proceed smoothly. Seconded by Tina. Carried unanimously.
- Lorna made a motion to designate \$12,000 for new computer carrols which will match the circulation desk. Seconded by Bob. Carried unanimously.
- Lisa made a motion to approve \$3950 to Minich Electric to replace and upgrade the electrical needs for the new computers. Seconded by Steve. Carried unanimously with Chris Minich abstaining.
- A motion allowing the transfer of funds from UPS was tabled until the October meeting.
- Steve made a motion that the Bradford Area Public Library Board of Trustees adopt a resolution to establish a Total Return Policy for the PNC Bank Trust, based on Pennsylvania Act 141, which will enable the BAPL to use the interest, dividends, and net capital appreciation (both realized and unrealized) equal to 7% of the fair market value (determined by the Total Return Policy) to be used by BAPL. Seconded by Becky. Carried unanimously.

V. Discussion.

Sandy Caprarotta gave a presentation on the Early Childhood Literacy Center in the library, outlining its successes, goals, and sharing personal observations of the interactions between parents and children.

Bob Esch gave a brief explanation of the term “philanthropy” as it pertains to the library.

VI. Adjournment

There being no further business to come before the board, Bob made a motion for adjournment at 5:55 PM, seconded by Lorna. Carried unanimously.

