



BRADFORD AREA PUBLIC LIBRARY  
Regular Monthly Trustees Meeting  
August 21, 2017

**I. Call to Order; Establish a Quorum**

Chairwoman Tina Martin 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: Tina Martin, Amy Fox, Steve Hardin, Chris Minich, Julie Newman, Lacey Love, Lorna Smith.

Absent: Bob Esch, Kristen Tim, and Becky Jensen.

Guest: Ed Bysiek, of Bysiek CPA, PLLC

The regular meeting of the Board commenced at 5:25PM.

**II. Consent Agenda**

- a. The minutes of the July 17, 2017 Board of Trustees meeting were presented with no corrections.
- b. Financial Dashboard Reports. Brief highlights by Amy.

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

**III. Information Items**

Ed Bysiek presented an overview of the 2016 Annual Audit of Financial Statements of the BAPL, touching on balance sheets, statement of activities, expenses, revenue, etc. and reported that the library is in a strong financial position. He recommended that the treasurer review the check register on a monthly basis, and account for the sequence of check numbers.

**A. Executive Director Report.** Lacey reported on the success of school, teen, and adult summer workshops and programs this past summer and reminded everyone that One Book Bradford events will be held in September. She reported that \$24,000 has been pledged from the annual Ask letter campaign, which is more than halfway to the projected goal.

**B. Chairman's Report.** The expansion of the restrooms into an additional family restroom is not feasible, according to Mike Luciano, due to building codes. The new fire alarm installation begins

tomorrow. It was noted that redoing the library parking lot blacktop will not need to be done this year, nor the parking lines repainted. These will be addressed next year.

### **C. Committee Reports.**

Amy Fox gave a brief update on the Finance Committee meeting.

### **IV. Board Approval.**

1. A motion to accept the BAPL Audit Report of Financial Statements, dated December 31, 2016 was made by Chris, seconded by Lorna. Carried unanimously.

### **V. Discussion.**

The annual report to the Community and the October board meeting has been rescheduled for October 23.

### **VI. Adjournment**

There being no further business to come before the board, Julie made a motion for adjournment at 6:10 PM, seconded by Steve. Carried unanimously.

The next meeting will be held September 18, 2017.