



BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Trustees Meeting
September 18, 2017

I. Call to Order; Establish a Quorum

Chairwoman Tina Martin called a 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, Steve Hardin, Chris Minich, Julie Newman, Lacey Love, Lorna Smith, Bob Esch, Kristen Tim, and Becky Jensen.

Excused: Amy Fox

Guest: Rachel Burkhouse, Otto Eldred Elementary School Librarian

A short presentation by Marie Troskosky gave the highlights of last summer's BAPL Teen Book Club's trip to New York City, and various summer workshops held at the library.

The regular meeting of the Board commenced at 5:20PM.

II. Consent Agenda

- a. The minutes of the August 21, 2017 Board of Trustees meeting were presented with no corrections.
- b. Financial Dashboard Reports. Lacey reported that \$26,500 has been received from the Annual Ask letter campaign, and noted that e-books usage through August has exceeded usage from the whole of 2016. At this rate, she is projecting usage to be nearly doubled by the end of the year. She also reported that computer log-ins were more than 900 in August, and may reach a total of 9,000 this year.

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

III. Information Items

A. Executive Director Report. Lacey gave a verbal report of her recent visit to GGB's kindergarten classes where she passed out library information packets and forms to library cards. Lacey gave out close to 200 packets to the students with the goal of at least 25% returned for library cards. She also noted that the new fire alarm system is now installed in the library.

B. Chairman's Report. Tina reported that she is working on updating/modifications to BAPL employee policies and procedures.

The library has been approached about allowing a food pantry box to be placed inside the library. This topic had arisen back in September 2016 when the library nixed the idea of a "Little Pantry Box" being placed outside the library building. This time, organizers are asking that a "Blessing Box" be placed inside the library itself. Discussion followed, with board members noting liability issues, lack of staff to police the box area, possible other solicitations, etc. Tina will contact Blessing Box organizer and inform her of the library's decline to participate, based on these concerns.

C. Committee Reports.

The External Affairs Committee submitted its report, outlining the preparations for the 2017 annual report. It was decided to ask Colette to compile a task list, contact caterers, etc. for the annual meeting, to be held Oct. 23 at 6 PM in the Community Room.

IV. Board Approval.

1. There were no items for Board approval.

V. Discussion.

Ron Orris, of the Blaisdell Foundation, has been asked to be the keynote speaker at the annual Report to the Community. Winning entries of an essay contest, open to the middle school and teen book club members, as well as all other library patrons, will be read at the meeting. A brief Board meeting will precede the community report event.

It was suggested that the library apply for a Community Impact grant from the United Way next spring to fund the BAPL Teen Book Club's summer events and workshops. Bob suggested that a newspaper reporter join the club on any future trips to publicize the library and the Teen Book Club.

Curt Wallace, a local civil engineer, who has been asked to look at the restrooms to determine an estimate to update the facilities, has not yet contacted Lacey. She suggested that the library fund part of the renovations with the approximately \$9,000 left in the Capital Campaign from last year.

A meeting of the five county libraries will be held Oct. 2 at 7PM in the Smethport library, to develop a strategy for possible county funding. Bob Esch had volunteered to attend via email, and Lorna Smith volunteered to attend as representatives of the library.

VI. Adjournment

There being no further business to come before the board, Julie made a motion for adjournment at 5:45 PM, seconded by Chris. Carried unanimously.

The next meeting will be held October 23, 2017.