



BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Trustees Meeting
May 15, 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, Lorna Smith, Amy Fox, Steve Hardin, Chris Minich, Julie Newman, Lacey Love, Bob Esch and Kristen Tim.

Absent: Becky Jensen

II. Consent Agenda

a. The minutes of the April 24, 2017 Board of Trustees meeting were presented with no corrections.

b. Financial Reports. Reviewed with comments.

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

III. Information Items

A. Executive Director Report. Lacey reported that the new intermediate book club, The Middle Ground, is ready for its open house on May 17. She said that the library had received a United Way of Bradford Community Impact grant to help fund this new club.

The recent KidsFest was a success, with 700 children & adults attending. The library handed out a variety of books at the event.

And the BAPL book sale earned over \$1000, while the Teen Book Club yard sale netted approx. \$700 to be used towards their New York City trip.

B. Chairman's Report. Tina distributed a list of the chairmen and members on each Library committee, including Internal Affairs, External Affairs, Governance, Building and Grounds, and the Executive Committee. She asked that each committee meet by the end of next month; that each meet four times a year; and that each committee take minutes of its meeting and send them to other Trustee members. The Building and Grounds Committee

will likely only meet twice a year, to do a walk-through of the building and evaluate its condition and note any needed repairs.

C. Committee Updates. There were no committee updates.

IV. Board Approval.

- Chris Minich made a motion to accept the Strategic Plan 2017-2020 as presented with those changes and updates as discussed. Seconded by Steve. Carried unanimously.
- A motion to accept the SimplexGrinnell recommendations for an update to the library fire alarm system was tabled until further details can be learned. Bob suggested speaking with the Bradford Fire Chief, the library's insurance company Burns & Burns, and commercial code enforcement personnel to determine that this proposed system is adequate for the needs of the library. Once this information is received to the Board's satisfaction, Board approval by email is acceptable.

Cost of the new alarm system will be paid for with the money received from the Eulalia Dempsey fund.

- A motion was made by Steve to engage auditor Edward J. Bysiek, CPA to do the yearly audits of the library on a three year contract, for \$3200 a year. Seconded by Julie; carried unanimously.

V. Discussion. The Township/Municipality visits are going well.

Lacey reported that Amanda Gustafson, BAPL's Business Manager, is resigning effective May 21. Lacey would like to hire Heather Flaherty, who is currently working at the circulation desk, on a part time basis to help with various financial duties at the library. Discussion followed on future job requirements including resource development, and bonding of employee.

VI. Reminders/Good of the Order

Chris Minich was congratulated on receiving this year's YWCA Leadership Award.

VI. Adjournment

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

The next meeting will be held Monday, June 19, 2017.