



BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Trustees Meeting
June 18, 2018

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, Amy Fox, Lacey Love, Bob Esch, Carol Wurster, Julie Newman, Chris Minich.

Absent: Lorna Smith, Kristen Tim, Dan Minich.

II. Consent Agenda

a. The minutes of the May 21, 2018 Board of Trustees meeting were presented with no corrections.

b. Financial Dashboard Reports. Amy gave brief highlights of income and expenses reflected in the budget. A motion was made by Bob to accept the Financial Dashboard as presented; seconded by Julie. Carried unanimously.

III. Information Items

A. Executive Director Report. Lacey reported on a successful start to the Summer Reading Program, noting that 98 children from birth through 6th grade had signed up. This year, a fundraising letter was sent and raised \$1100 to purchase prizes and incentives for the program. The ScienceTellers program, held at the library in conjunction with two other libraries, was also well received. Other summer classes include the Adults Art classes, and Money Matters.

Lacey has completed and submitted the Keystone Grant, a detailed application with many required attachments. The grant request was for \$45,000 to upgrade and improve the bathrooms at the library; BAPL would need to match this amount if the grant is awarded. Bradford City Council agreed to sponsor the library for this grant and also approved a resolution.

B. Chairman's Report.

Tina suggested that the Board of Trustees review the strategic plan at the next meeting. She also noted that her term as Chairman of the Board ends in December; she asked the fellow board members to consider running for this position.

She also asked Chris to begin preliminary preparations for the 2018 annual report.

C. Committee Reports. There were no committee reports,

IV. Board Approval. There were no motions for Board approval.

V. Discussion

Lacey announced that the contract with Evolve (an integrated library system) is signed. The cost will be \$1000 per year. The library's current contract with Destiny, a library catalog management system will run to the end of the year, but Lacey recommends migrating BAPL's data as soon as possible. She has been cleaning up and purging old data (e.g., deleting library patrons whose cards expired over 10 years ago). There is also a one-time migration fee of \$1000.

The library is planning a "Taste of Bradford" on Thursday, November 1, at the Masonic Lodge on South Avenue. She and the library staff have compiled a list of 28 possible vendors to contact. Tickets for the event will be \$30; there will also be silent auctions.

VI. Adjournment

There being no further business to come before the board, Amy made a motion for adjournment at 5:25 PM, seconded by Carol. Carried unanimously.