



BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Trustees Meeting
September 17, 2018

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, Lorna Smith, Amy Fox, Julie Newman, Carol Wurster, Kristen Tim, Bob Esch, Chris Minich and Lacey Love.

Excused: Dan Minich

II. Consent Agenda

- a. The minutes of the August 20, 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 Julie to accept the Consent Agenda; seconded by Carol. Carried unanimously.

III. Information Items

A. Executive Director Report. Lacey reported the recent Annual Ask Letter campaign stands at \$25,680. She noted that there are 31 new donors and 12 people had donated more than in the past.

Earlier in the day, Lacey had visited the McKean County Commissioners at the Hamlin Library to encourage the commissioners to appropriate money to the library and thus qualify the library for the County Coordination Fund from the state. Pennsylvania now ranks 49th in municipal funding for libraries. She will meet again with the commissioners and state representative Martin Causer after the New Year to pursue this further.

Lacey and Colette are working on the Annual Report to the Community, which will be held at 6PM on October 22. The new youth librarian, Debbie Deane, will be formally introduced at that time.

Lacey also informed the Board that the Keystone Grant has not yet been announced, although it is hoped that word will be received by the end of September. This grant is slated to fund the new bathrooms in the library.

B. Chairman's Report.

Tina asked that any available Trustee attend local municipality meetings to personally invite them to the Annual Report to the Community event.

She also discussed the matter of Health Insurance. With the hiring of a new Youth Services Librarian, this brings the total of fulltime BAPL employees to five. She believes that it is time to offer health insurance to these employees. She has looked into various plans; employees would be responsible for paying a certain percentage of the premium (which would vary with the age of the employee). She believes that the cost would be \$22,000 per year and should be included in the budget. She suggested that the Board look into this and compare various plans with the goal to make such insurance available after the New Year.

IV. Board Approvals.

There were no motions for approval.

V. Discussion.

Lacey passed out an outline of the proposed 2018/2019 Marketing Plan. She asked Board members to give her any other ideas, goals and objectives that they felt should be included.

She also is still struggling to sign up enough local restaurants to join in the proposed library fundraiser "Taste of Bradford" event, tentatively scheduled for November 1. So far, she has Kabob's at the Option House, Top of the Line catering, The Willows, and Jan's Pastries. Discussion followed; various Board members will contact City Line, Pizza Napoli, Tasta Pizza, Penn Hills, the Bradford Club, and Tacks' Inn as potential participants.

VI. Adjournment

With no further business to come before the board, Bob made a motion at 5:30PM to adjourn for the evening; seconded by Lorna. Carried unanimously. The next meeting, followed by the Annual Report to the Community, will be October 22, 2018.