



BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Trustees Meeting
March 18, 2019

I. Call to Order; Establish a Quorum

Chairwoman Lorna Smith 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 reached.

Present: Lorna Smith, Chris Minich, Tina Martin, Julie Newman, Carol Wurster and Lacey Love.

Excused: Dan Minich, Kristen Tim, and Amy Fox.

II. Consent Agenda – Due to a lack of a quorum at the last month, approval of the Consent Agenda (January 28 Board minutes and the February 25 financial dashboard) was postponed until this meeting. Julie made a motion to accept that Consent Agenda; seconded by Carol. Carried unanimously.

The minutes of the February 25, 2019 Board of Trustees meeting were presented with some corrections. Due to the absence of Amy Fox, the Financial Dashboard was presented by Lacey. Chris made a motion to accept this Consent Agenda, seconded by Tina. Carried unanimously.

III. Information Items

A. Executive Director's Report

Lacey had several items to review:

- The Keystone Grant /Bathroom renovation pre-construction meeting is scheduled for this Thursday at 10AM, at which time details regarding the timeline and expectations of the construction project will be reviewed.
- Debbie Dean, Youth Librarian and Lacey will submit a grant request to the United Way of Bradford to offset costs of this summer's Youth programs.
- Young Adult Author Jeff Zentner will be dining with members of the Teen Book Club on April 9, and will speak at local schools on April 10.
- Lacey will attempt to schedule another meeting with the McKean County Commissioners during National Library week to plead the case for more funding for county libraries.

She spoke with a consultant from “EveryLibrary” and received some excellent tips to present her case. EveryLibrary is a non-profit, national organization dedicated exclusively to political action at a local level to create, renew, and protect public funding for libraries of all types.

- During National Library Week, all five county Library Directors will write an editorial for the Bradford Era focusing on their particular library and supporting library funding. This year’s National Library Theme is Libraries = Strong Communities.
- Discussions with PNC regarding trust interest entitlement is ongoing.

B. Chairman’s Report

The Board needs another member following the resignation of Bob Esch in December. Lorna asked fellow members to suggest candidates for the position.

V. Discussion

Board members were asked to review a draft of the updated Policies and Procedures Manual for the library to vote on approval next meeting. New sections include Test Proctoring, Animals in the Library, Unattended Child Policy, Video Surveillance, and the Public Bulletin Board usage.

The Teen Book Club Yard Sale will be May 11 – donations of items are needed.

The Used Book Sale will be April 26 & 27 – donations of books are requested.

V. Adjournment

With no further business to come before the board, Tina made a motion to adjourn at 5:45PM, seconded by Carol. Carried unanimously.

The next meeting will be April 15, 2019.

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