



BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Trustees Meeting
August 19, 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, Tina Martin, Carol Wurster, Kristen Tim, Julie Newman, Dan Minich and Lacey Love.

Present via cellphone: Amy Fox

Absent: Chris Minich.

II. Consent Agenda

In regards to the Financial Dashboard, it was noted that Administrative costs appear high; this is because administrative costs and other costs, such as fundraising, are included in this line item. Tina will show Lacey the Care for Children budget, to demonstrate a different way to break down these costs. Julie made a motion to accept the consent agenda, seconded by Dan. Carried unanimously.

III. Information Items

A. Executive Director's Report

Lacey reported on recent library activities, noting that June and July had an increase in attendance, a sign that the library was able to retain its patrons during summer months. The Summer Reading program saw 60 kids read 2,500 books. \$1100 was donated to the library, to help with snacks, the picnic, etc., of which \$700 was spent on prizes. Lacey did note that the reading logs will be more closely monitored next year, to ensure that children are reading and logging appropriate reading level materials.

She announced that the Annual Ask letter had generated \$17,740 so far; of the 87 donors, 18 were new donors and 11 people increased their support. The monetary goal is \$50,000.

She and Debbie will visit the Bradford kindergarten classes to introduce them to the library and have the children sign up for library cards.

The “Taste of Bradford” event is well under way, with vendors already lined up (five of whom participated last year, and three are also new vendors). There will be prize baskets and gift cards for the silent auction. Sponsors for the event have donated \$1700, an increase over the \$1300 donated last year. The event will be held October 3.

And finally, the library has received a grant in the amount of \$9700 from PNC’s Grow up Great program to help fund the Story Seekers program (for children ages birth to five years of age).

B. Chairman’s Report.

Lorna advised that there still no candidates for the vacant Board of Trustee position, left unfilled since Bob Esch’s resignation in January. She asked Board members to keep seeking possible members.

C. Board Approval

Tina made a motion to approve the 2018 Audit and the 990 Tax Form. Seconded by Dan; carried unanimously.

V. Discussion

The Board was updated on the status of the PNC/CNB Trust transfer. There will be a meeting with an attorney first, to look over the paperwork, and give advice on what to include in the transfer request.

Lacey reminded the Board members that they should visit the different municipalities and ask them to consider funding the library when considering their budgets. She passed around a sign-up sheet. She also like to extend an invitation to municipal authorities to attend the library’s Annual Report to the Community.

That event will be held Oct. 21st at the library. It will be held after the regular Board meeting. A keynote speaker is needed. Lorna is working on the invitations.

V. Adjournment

With no further business to come before the board, Dan made a motion to adjourn the meeting at 5:45PM. Seconded by Carol.

The next meeting will be September 16th, 2019.

* * *