



BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Trustees Meeting
November 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, Tina Martin, Carol Wurster, Chris Minich, Amy Fox, Kristen Tim, Dan Minich and Lacey Love.

Absent: Dara Signor

Guests: Neil Rinard, prospective Board of Trustees member.

II. Consent Agenda

The minutes of the October 21, 2019 Board of Trustees meeting were presented with no corrections.

Financial Dashboard Reports. Amy gave brief highlights of income and expenses reflected in the budget. A motion was made by Dan to accept the Consent Agenda; seconded by Tina. Carried unanimously.

III. Information Items

A. Executive Director's Report

Lacey reported the Annual Ask letter has generated \$38,466.00 so far. The monetary goal is \$50,000. There were 170 donations, of which 38 were new donors, and 17 who increased their donations. Lacey estimates that the Annual Ask drive will reach approximately \$45,000.

Lacey recently attended the Bradford Township supervisors meeting, the last municipality visit of the year. Response from the supervisors was neutral.

The combination Rotary Club/Kiwanis Club meeting held in the community room on November 12th, was well received; each member got a copy of the latest library info-graphic.

The letter regarding the removal of the trust at PNC will be reviewed at the Finance Committee meeting and then mailed.

B. Chairperson's Report.

Neil Rinard has applied for membership on the BAPL Board of Trustees. He lives in Bradford Township.

In an Executive Meeting following this regular meeting Neil was nominated to the Board of Trustees as a school board nominee, and Tina Martin was switched from the school board nominee to the vacant City nominee to finish out the last 2 years of her term. Chris made the motion to accept Neil as a Trustee and Dan seconded. Carried unanimously.

C. Committee Updates:

Dan would like to review the Northwest Investment policy and will draw up some figures for the Finance Committee to peruse. He suggested two portfolios: one growth, one income.

On another topic, discussion centered on a 30 year old Certificate of Deposit for \$16,500 that the United Way of Bradford has held in trust for the Library and the Senior Center. Consequently, the library would own the principal, and the Senior Center would receive the interest. However, neither entity was aware of these terms. The CD has now matured and the money should be dispersed. Discussion followed on the best way to proceed: keep the whole principal or split a portion of the fund with the senior center - and if so, how much?

IV. Board Approval

There were no items for approval.

V. Discussion

The board has received a copy of the proposed 2020 budget. Chris inquired about absence of an increase in salary for Autumn; Lacey noted that it had been overlooked, she will add it to the budget proposal. Approval on the budget will take place at the December meeting.

V. Adjournment

With no further business to come before the board, Chris made a motion to adjourn the meeting at 5:30PM. Seconded by Dan. The next meeting will be December 16, 2019.

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