

MINUTES OF THE BOARD OF TRUSTEES MEETING
BETHLEHEM PUBLIC LIBRARY
Monday 12 June 2006

PRESENT Aaron Baldwin
Rachel Baum
Penelope Koburger
Paula Read
John Sobiecki
Michael Zalob
Nancy Pieri, Director

EXCUSED Happy Scherer

President Read called the meeting to order at 7pm. On behalf of the board, she expressed heartfelt appreciation and thanks to Happy Scherer for her contributions during her three-year tenure on the board.

MINUTES

Minutes of the 15 May 2006 Trustees meeting were unanimously approved as amended on a MOTION by A. Baldwin with a second by R. Baum.

FINANCIAL REPORT

On a MOTION by M. Zalob with a second by P. Koburger, the board unanimously approved the Financial Statement dated 31 May 2006 (Manual Disbursements for May \$169,096.25; Accounts Payable for June \$44,365.19; Capital Projects Fund hand-drawn checks for May \$32.38; Total \$213,493.82).

M. Zalob referred to the latest draft budget reconciliation format produced by N. Pieri. He noted two changes: 1.) "reallocation" is now called "previous year's rollover" and 2.) YTD percentage of use is now figured on the adjusted budget.

N. Pieri noted that new rollovers will appear in the August financial report, reflecting the beginning of the new fiscal year on July 1.

Various line expenditures were reviewed. This month's financial statement indicates benefits of interest rate increases.

BANK ACCOUNT RECONCILIATION REPORT

The board noted Bank Reconciliations for May 1-31.

TRANSFERS

On a motion by M. Zalob with a second by P. Koburger, the board authorized the increase of the 2005-06 fiscal year budget from \$3,872,894.90 to \$3,873,894.90. This increase reflects the need to make available funds totaling \$1,000, received as a grant from the National Endowment for the Humanities. These funds will be added to the Special Programs line (#456).

PERSONNEL REPORT

The board noted the resignation of part-time library clerk Aimee Gervais effective 7 May 2006.

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DIRECTOR'S REPORT

The board noted the Director's Report. The board briefly discussed the advantages of window film vs. honeycomb shades. N. Pieri said that window film is being used by school districts. She noted that this project is a good candidate for an LSTA construction grant, which funds 50%.

P. Read requested that trustees try to attend the UHLS trustee orientation on Thursday September 21, 4-8pm at the Clarion Hotel in Albany.

N. Pieri will recheck the electrical use statistics for last month; Cost per Kwh appears to be down.

UPPER HUDSON LIBRARY SYSTEM REPORT

R. Baum reminded the board of the UHLS annual meeting Wednesday 14 June.

R. Baum has asked P. Ritter to revisit the possibility of obtaining RFID at quantity-discount for system libraries.

OLD BUSINESS

1. *garage and grounds*: Except for a verbal bid from Murray, no further bids have been received for painting the garage. N. Pieri will continue to solicit bids. She has advised the insurance carrier that the buildings on lots 51 and 53 have been demolished. She also reported that bushes and sections of fence along the driveway are being removed for better visibility.

- P. Read reported good comments from patrons about the "park." M. Zalob noted that the added grounds and gardens have upkeep implications for staff, and suggested hiring students to help with summer groundskeeping. P. Koburger noted that seasonal monitoring of trees and shrubs is needed.
2. *BNP request*: N. Pieri has received another inquiry from Bethlehem Neighbors for Peace about the satellite link to receive *Democracy Now*, despite TV-18's offer to cablecast tapes of the show. The board reiterated its decision not to proceed with this request at this time.

NEW BUSINESS

Collection Development Policy: On a motion by A. Baldwin with a second by M. Zalob, the board unanimously voted to accept revisions to the Collection Development Policy as presented.

PRESIDENT'S REPORT

P. Read appointed Michael Zalob to join A. Baldwin on the nominating committee. The committee will present the slate of officers at the July meeting.

P. Read and N. Pieri are working on a month-by-month overview of board tasks and activities.

The Bethlehem Public Library trustee retreat will take place Tuesday August 29, 5-9pm at Bellini's. R. Baum will e-mail a list of agenda items.

On a MOTION by A. Baldwin with a second by M. Zalob, the meeting adjourned to executive session to discuss the collective bargaining agreement, which the union ratified Thursday 8 June. On a motion by A. Baldwin with a second by M. Zalob, the board authorized N. Pieri to sign the memorandum of agreement.

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On a MOTION by A. Baldwin with a second by P. Koburger, the meeting returned to regular session.

On a MOTION by A. Baldwin with a second by P. Koburger, the meeting adjourned to a second executive session at 8:40pm to discuss the employment of a particular person.

On a MOTION by R. Baum with a second by A. Baldwin, the meeting returned to regular session at 9:29pm.

On a MOTION by M. Zalob with a second by A. Baldwin, the board meeting adjourned at 9:30pm.

Prepared by

Cosigned by

Louise Grieco
Board secretary

Paula Read
Board president