

MINUTES OF THE BOARD OF TRUSTEES MEETING  
BETHLEHEM PUBLIC LIBRARY  
Monday 12 March 2007

PRESENT Aaron Baldwin  
Paula Read  
Tamra Wright  
Michael Zalob  
Nancy Pieri, Director

EXCUSED Rachel Baum  
Penelope Koburger  
John Sobiecki

GUESTS Joann Dawson, Bethlehem Town Board  
David DeCancio, Hamagrael Preschool parent  
Peg Bousback, Hamagrael Preschool teacher  
Allan Bousback

President Read called the meeting to order at 6:33pm.

#### MINUTES

Minutes of the 12 February 2007 trustees meeting were approved as amended on a MOTION by A. Baldwin with a second by M. Zalob.

#### PUBLIC PARTICIPATION

Mr. DeCancio and Ms. Bausback appealed to the board to reconsider reinstating a second storytime outreach at Hamagrael preschool, suggesting students and seniors as interns or volunteers. A. Baldwin and P. Read thanked Mr. DeCancio for his remarks and suggestions. A. Baldwin outlined the director's rationale for allocating resources to underserved populations in Glenmont and Clarksville. A. Baldwin also noted an increase in in-library services for preschoolers in recent years. The board will consider Mr. DeCancio's request for a written summary of allocation equivalencies. The board asked N. Pieri to send a followup letter to Mr. DeCancio.

#### FINANCIAL REPORT

On a MOTION by M. Zalob with a second by T. Wright, the board approved the Financial Statement dated 28 February 2007 (Manual Disbursements for February \$193,394.83; Cash Disbursements/Accounts Payable for March \$65,114.33; Capital Projects Fund/Hand-Drawn Checks for February -0--; Total \$258,509.16).

M. Zalob noted that "Interest On Investment" (Financial Statement page 2) should read 75%, which is ahead of projections for this fiscal year.

#### BANK ACCOUNT RECONCILIATION REPORT

The board noted Bank Reconciliations for February 1-28, 2007.

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#### TRANSFERS

On a MOTION by M. Zalob with a second by T. Wright, the board authorized the increase of the 2006-2007 fiscal year budget from \$3,854,612 to \$3,855,212. This increase reflects the need to make available funds received as a grant totaling \$600. These funds were received from the Upper Hudson Library System for the *Kids Cookin' By the Book* grant and will be added to budget line #456 Special Programs.

#### PERSONNEL REPORT

The board noted the personnel report for February 2007. P. Read commended Beverly Provost's long

and valuable service to Bethlehem's children and their parents.

#### DIRECTOR'S REPORT

The board noted the Director's Report. A. Baldwin (and R. Baum in absentia) offered congratulations on the Guardian Society's recent recognition of the library's partnership with Bethlehem Senior Services as a "Best Practices Program." The board congratulated N. Pieri on her nomination to replace Jeff Cannell as Director's Association representative.

The board commended the custodial crew for their efforts during the February 14 blizzard. N. Pieri reviewed the library's inclement weather policy. It was suggested that a tech. staffperson be called upon to post emergency closings on the library homepage, if possible.

There has been no word yet re: energy audit; N. Pieri will follow up.

N. Pieri will be away 3/20-30/07.

#### UPPER HUDSON LIBRARY SYSTEM REPORT

The UHLS board addressed Lobby Day (Tuesday March 13); M. Zalob, R. Baum, P. Koburger, M.T. Thomas and N. Pieri will represent Bethlehem Public Library at the State Capitol. Other items on the UHLS agenda were: emergency allocation of \$16,000 for automation updates; creation of a Volunteer of the Year award; selection of R. Baum as speaker for the UHLS annual meeting/dinner on June 13; tenants for the UHLS office building on Essex Street.

#### OLD BUSINESS

##### *2007-08 proposed budget*

Final drafts of the budget format and trustee letter prepared for the May/June newsletter were approved as amended on a motion by A. Baldwin with a second by T. Wright.

##### *Other old business*

M. Zalob will attend the next Friends meeting on Monday March 26. Board members expressed appreciation for the Plan of Service summary sheet, the suggestion box compilation, and the new 7-day express loan service.

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#### NEW BUSINESS

##### *Long-range plan subcommittees*

A. Baldwin reported on preliminary discussions re: library grounds. He and M. Zalob will present a formal report at the special board meeting to be held in April.

#### PRESIDENT'S REPORT

There was no president's report.

On a MOTION by A. Baldwin with a second by T. Wright, the meeting was adjourned at 7:47 pm.

Prepared by Cosigned by

Louise Grieco Paula Read  
Board secretary Board president