

MINUTES OF THE BOARD OF TRUSTEES MEETING
BETHLEHEM PUBLIC LIBRARY
Monday 11 June 2007

PRESENT Aaron Baldwin
Rachel Baum
Penny Koburger
Paula Read
John Sobiecki
Tamra Wright
Nancy Pieri, Director

EXCUSED Michael Zalob

GUESTS Betty Albright, Circulation Services Supervisor
Yolanda Caldwell

President Read called the meeting to order at 6:30pm.

STAFF PRESENTATION

Betty Albright outlined the many and varied functions of the circulation department: at the desk, in the workroom and offsite at various outreach events, such as YMCA Healthy Kids Day and annual visits to the high school and middle school.

MINUTES

Minutes of the 14 May 2007 trustees meeting were approved as written, on a MOTION by R. Baum with a second by A. Baldwin.

FINANCIAL REPORT

On a MOTION by T. Wright with a second by P. Koburger, the board approved the Financial Statement dated 31 May 2007 (Manual Disbursements for May \$179,975.70; Cash Disbursements/Accounts Payable for June \$52,317.46; Capital Projects Fund/Hand-Drawn Checks for May \$165.33; Total \$232,458.49).

N. Pieri is diligently pursuing the revenue amounts outstanding from property taxes and PILOT.

BANK ACCOUNT RECONCILIATION REPORT

The board noted Bank Reconciliations for May 1-31, 2007.

BUDGET INCREASE RESOLUTION

On a MOTION by T. Wright with a second by P. Koburger, the board authorized the increase of the 2006-07 fiscal year budget from \$3,856,067.05 to \$3,856,467.05. The increase reflects the need to make available funds totaling \$400.00. These funds were received as a gift in memory of Peter Buckley and will be added to budget line #399 Adult Books.

1 of 3

TRANSFERS

There were no transfers.

PERSONNEL REPORT

The board noted the personnel report for May 2007.

DIRECTOR'S REPORT

The board noted the Director's Report.

- The lack of improvement in energy consumption despite conservation measures was noted.

- The new projection system, available at no charge to community groups, is user-friendly.
- The auto insurance deductible for the library van will remain unchanged.

UPPER HUDSON LIBRARY SYSTEM REPORT

Rachel Baum will be the speaker at the UHLS annual meeting on June 13; G. Kirkpatrick (IT department) will provide a photo montage of UHLS member libraries.

OLD BUSINESS

- Information re: library roof replacement will be pulled from the Novus Engineering report for the grant application. Lobby skylight replacement will be listed as an add-alternate if the grant is received. Novus suggested that energy savings could be achieved by modification of automated controls rather than “wrapping” the building.
- The console piano has seen better days and will be disposed of.
- R. Baum has emailed a draft facilities planning document for board review. She will also send the document to N. Pieri for input re: staffing and equipment. She requested feedback by the end of July. The final document will be emailed to board members in advance of the September board meeting.

NEW BUSINESS

- P. Read appointed R. Baum and P. Koburger as nominating committee for the 2007-08 slate of officers; standing committees will be appointed in July.
- N. Pieri reported the Big Read art show and reception was one of the library’s first successful partnerships with the Bethlehem schools. The art supervisor has expressed interest in a district-wide art show here in April. This would necessitate moving the Bethlehem Art Association’s standing exhibit to another month; P. Koburger will approach the art association. The student art show suggests a mentoring opportunity with the art association.

PRESIDENT’S REPORT

P. Read expressed appreciation on behalf of the board for M. Zalob’s excellent service during his tenure as trustee, citing his presence in the community, his interest in public libraries across the state, and his ability to clearly communicate the library’s financial affairs to trustees and the public.

2 of 3

PUBLIC PARTICIPATION

Incoming trustee Yolanda Caldwell is looking forward to her tenure on the board. She will meet with N. Pieri on June 19 for an orientation session.

On a MOTION by A. Baldwin with a second by J. Sobiecki, the meeting was adjourned at 7:55 pm.

Prepared by Cosigned by

Louise Grieco Paula Read
Board secretary Board president

