

MINUTES OF THE BOARD OF TRUSTEES MEETING
BETHLEHEM PUBLIC LIBRARY
Monday 12 May 2008

PRESENT Rachel Baum
Penelope Koburger
Paula Read
John Sobiecki
Tamra Wright

Nancy Pieri, Director

EXCUSED: Aaron Baldwin
Yolanda Caldwell

GUEST: Mitchell Goldstein

Tamra Wright reviewed the proposed 2008-09 budget for one guest, Mitchell Goldstein. Mr. Goldstein offered suggestions for the board's consideration concerning the library's borrowing and fee policy for DVDs. President Read thanked Mr. Goldstein for his input. N. Pieri will draft a letter of response.

The regular meeting was called to order at 6:35pm.

MINUTES

Minutes of the 14 April trustees meeting were approved as written, on a MOTION by R. Baum with a second by T. Wright.

FINANCIAL REPORT

On a MOTION by T. Wright with a second by P. Koburger, the board approved the Financial Statement dated 30 April 2008 (Manual Disbursements for April \$189,253.79; Cash Disbursements/Accounts Payable for May \$75,275.58; Capital Projects Fund/Hand-Drawn Checks for April \$0; Total \$264,529.37).

BANK ACCOUNT RECONCILIATION REPORT

The board noted Bank Reconciliations for April 1-30, 2008.

BUDGET INCREASE RESOLUTION

On a MOTION by T. Wright with a second by P. Koburger, the board authorized the increase of the 2007-08 fiscal year budget from \$3,800,570.00 to \$3,841,527.00. This increase reflects the need to make funds available totaling \$40,957.00. These funds were received from two grants:

- \$1,000.00 federal LSTA grant from New York State for automatic door replacement

- \$39,957.00 federal LSTA grant from New York State for roof improvements, which will be added to #490 Capital Expenditures

TRANSFERS

On a MOTION by T. Wright with a second by P. Koburger, the board authorized several 2007-08 budget line transfers.

PERSONNEL REPORT

The board noted the personnel report for April 2008.

DIRECTOR'S REPORT

The board noted the Director's Report.

UPPER HUDSON LIBRARY SYSTEM REPORT

Next UHLS meeting is May 14; P. Read will report at the June board meeting.

OLD BUSINESS

Back taxes

The school district has forwarded the remainder of the library's tax levy for FY 2007-2008.

Roof

The review process is almost complete. SED documents will be modified to add skylight details; these will be included as add-alternates to the bid. Bidding period will be 3 weeks. Bids should be received and reviewed before the June board meeting, at which time the contract will be awarded. Work should start soon thereafter; 6-8 weeks is the anticipated construction period. No service interruptions are anticipated. J. Sobiecki and Ken LaBelle will address air-quality issues.

NEW BUSINESS

LSTA grants

Proposals are due July 11. Because a written estimate from a contractor is required in the grant application, the board was concerned about time constraints and discussed other funding strategies for the parking lot improvement project. J. Sobiecki recommended we submit CLAsite's current plan to SED for required approval; the plan can be modified at a later date to conform to budget constraints. On a MOTION by J. Sobiecki with a second by P. Koburger, the board accepted CLAsite's proposal for design development of the library parking improvement project. The proposal will be submitted for the larger of the two available grants. The energy panels project (\$29,500 for window inserts) will be reserved for the smaller of the two grants.

Solar panels

P. Koburger inquired about the possibility of seeking a NYSERDA grant for solar panels. J. Sobiecki will investigate. This item was tabled for a future agenda.

PRESIDENT'S REPORT

No report.

On a MOTION by R. Baum with a second by P. Koburger, the board meeting was adjourned at 7:30pm.

Prepared by
Louise Grieco, Board secretary

Cosigned by
Paula Read, Board president