

MINUTES OF THE BOARD OF TRUSTEES MEETING
BETHLEHEM PUBLIC LIBRARY
Monday 15 June 2009

PRESENT Aaron Baldwin
Yolanda Caldwell
Penelope Koburger
Rachel Baum
Nancy Smith
John Sobiecki
Tamra Wright

Nancy Pieri, Director

GUESTS: Joyce Becker, trustee-elect
Jack Cunningham, Town Supervisor
John Piechnik, Bethlehem 2020 communications subcommittee chair

The meeting was called to order at 6:33pm. On behalf of the board, A. Baldwin expressed gratitude and thanks to Rachel Baum as she completes her tenure as a trustee. A. Baldwin welcomed Joyce Becker, trustee-elect for 2009-2014. She will be sworn in at the July meeting.

PRESENTATION: BETHLEHEM 2020

Mr. Piechnik and Mr. Cunningham presented an overview of Bethlehem 2020 Advisory Committee findings and vision. A 27-member, nonpartisan cross-section of the community, the committee was charged with examining the direction of Bethlehem's growth, demographics, fiscal challenges, governance, and general sustainability through the next decade. The committee's final report will be posted on the Town website, www.townofbethlehem.org.

MINUTES

Minutes of the 11 May trustees meeting were approved as amended, on a MOTION by P. Koburger with a second by N. Smith.

FINANCIAL REPORT

On a MOTION by T. Wright with a second by P. Koburger, the board approved the Financial Statement dated 31 May (Manual Disbursements for May \$272,719.56; Cash Disbursements/Accounts Payable for June \$45,484.71; Capital Projects Fund/Hand-Drawn Checks for May \$0.00; Total \$318,204.27).

BANK ACCOUNT RECONCILIATION REPORT

The board noted Bank Reconciliations for May 1-31.

TRANSFERS

There were no transfers.

PERSONNEL REPORT

There was no Personnel Report

DIRECTOR'S REPORT

The board noted the director's report. R. Baum congratulated circulation staff for handling a record number of transactions the day after Memorial Day. N. Pieri will keep the board advised on progress to correct the roof drainage problem.

UPPER HUDSON LIBRARY SYSTEM REPORT

Y. Caldwell reported on the annual meeting and keynote speaker, Ann Bryan Smollin. The annual trustee workshop will be held Thursday September 24; workshop topics will be "Advocacy 101" and "Crafting a Successful Campaign for Library Support." Registration deadline is September 10.

OLD BUSINESS

Project PARC

The project has gone out to bid. A pre-bid meeting is scheduled for June 22; bids will be reviewed on July 2. The lowest responsible bid will be selected. Prices are being sought for garage asbestos abatement.

Marketing/Fundraising committee

Three bids were received: Fox Creative Services, M2 Design, and Communication Services. The committee met with the candidates on June 12. The board agreed that community focus groups would better position the library for future fundraising and legacy campaigns. Communication Services was selected, on condition that the scope of the contract could be pared down somewhat. The library could provide LRP/SWOT findings to supplement focus groups. The library must position itself as an essential community service and an independent, unique entity. Logo choice must be sufficiently different from that of the Town, the school district, and other libraries in the area.

Teen space

Shelving has been rearranged to widen the teen area. Computers and contemporary furniture will be installed in the Fall.

Fence replacement

The Board agreed that the fence adjacent to the parking lot needs to be replaced, and that new fencing should match existing fencing along the current driveway. Decision was tabled until August or September, after the PARC project is completed.

NEW BUSINESS

Appropriation for library levy

This issue has been resolved.

New website feedback

Access through our URL has been problematic; N. Pieri will follow up. New branding elements will alter the site's appearance. Home page will continue to serve as a central directory to all parts of the site.

PRESIDENT'S REPORT

T. Wright and P. Koburger will serve as nominating committee. Slate of officers will be presented at the July meeting.

August meeting will be held as scheduled.

Aaron Baldwin noted a conversation he had with a resident who objected to the PARC project on grounds that it was not necessary and that details had been insufficiently disclosed.

N. Smith suggested using Skype to allow for video participation from out-of-town trustees. N. Pieri will follow up on whether videoconferencing complies with the open public meeting law.

Advocacy topic of the month: PARC.

On a MOTION by R. Baum with a second by T. Wright, the board meeting was adjourned at 8:25pm.

Prepared by

Cosigned by

Louise Grieco, recording secretary

Aaron Baldwin, board president