

MINUTES OF THE BOARD OF TRUSTEES MEETING
BETHLEHEM PUBLIC LIBRARY
Monday 8 February 2010

PRESENT Aaron Baldwin
Joyce Becker
Yolanda Caldwell
Penelope Koburger
Nancy Smith
John Sobiecki
Tamra Wright

Nancy Pieri, Director
Geoff Kirkpatrick, Assistant Director
Louise Grieco, recording secretary

The meeting was called to order at 6:30pm.

MINUTES

Minutes of the 11 January trustees meeting were approved as amended, on a MOTION by P. Koburger with a second by J. Sobiecki.

FINANCIAL REPORT

On a MOTION by T. Wright with a second by P. Koburger, the board approved the Financial Statement dated 31 January (Manual Disbursements for January: \$304,270.31; Cash Disbursements/Accounts Payable for February: \$48,443.93; Capital Projects Fund/Hand-Drawn Checks for January: \$74,393.51; Total: \$427,107.75).

BANK ACCOUNT RECONCILIATION REPORT

The board noted Bank Reconciliations for January 1-31.

TRANSFERS

There were no transfers.

PERSONNEL REPORT

The board noted the personnel report.

DIRECTOR'S REPORT

The board noted the director's report. The leak in the quiet study area skylight is still unresolved; \$4,000 in payment is being withheld until Titan corrects the problem. If the latest repair is unsuccessful, N. Pieri is authorized to request removal and repair to the skylight gaskets.

UPPER HUDSON LIBRARY SYSTEM REPORT

No report.

OLD BUSINESS

Marketing and fundraising committee

Libby Post of Communication Services will make a presentation to the board on February 17 at 6:30pm to review proposed logo/tagline/brand strategy. The board hopes to make a final decision immediately following the presentation.

Library title

N. Pieri will inform the Bethlehem Central School District that the library will not pursue title in the coming election cycle.

CLAsite agreement

On a MOTION by T. Wright with a second by P. Koburger, the board ratified an expenditure of \$12,368.51 to settle total outstanding invoices for unscheduled services.

Bus shelter

Side panels have not been delivered. N. Pieri will pursue status with Roche. Approximately \$70,000 in retainage remains.

Trustee election

A focused publicity appeal will be initiated at the end of February (*Spotlight* column, Chamber website, library website, press release)

NEW BUSINESS

2008-09 annual report to the state

On a MOTION by Y. Caldwell with a second by J. Sobiecki, the board approved the 2008-09 annual report to the State of New York.

OPEB actuarial report

N. Pieri has acquired quotes from several firms. The board anticipates approving a contract next month based on N. Pieri's recommendation.

Notices on parked cars

Unlike the Town lot, the library lot is not a municipal facility. Nevertheless, no further notices will be posted on non-patron cars parked in the library lot. Incidents will be resolved on a case-by-case basis.

Patron comments

The board thanked N. Pieri for sharing patron comments. N. Pieri will notify the board of any actions taken as a result of patron comments.

Draft 2010-2011 budget

The proposed budget, .66% lower than last year, would produce no increase in the levy. The proposed budget will be formally approved at the special board meeting on February 17.

Other new business

Cost of the library's post-retirement Medicare Part B benefit will increase because Social Security did not provide a cost-of-living adjustment this year. N. Pieri will check with the accountant re taxable-income impact of this benefit. This item was tabled until the April meeting.

On a MOTION by J. Becker with a second by T. Wright, the meeting adjourned at 8:07pm.

Prepared by
Louise Grieco, recording secretary

Cosigned by
Aaron Baldwin, board president