

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

PRESENT Aaron Baldwin  
Yolanda Caldwell  
John Sobiecki  
Tamra Wright

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

EXCUSED: Joyce Becker  
Penelope Koburger  
Nancy Smith

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

#### MINUTES

Minutes of the 8 February trustees meeting were approved as amended, on a MOTION by T. Wright with a second by J. Sobiecki. Minutes of the 17 February special trustees meeting were approved as amended, on a MOTION by Y. Caldwell with a second by J. Sobiecki.

#### FINANCIAL REPORT

On a MOTION by T. Wright with a second by J. Sobiecki, the board approved the Financial Statement dated 28 February (Manual Disbursements for February: \$235,397.70; Cash Disbursements/Accounts Payable for March: \$43,859.24; Capital Projects Fund/Hand-Drawn Checks for February: \$0.00; Total: \$279,256.94).

#### BANK ACCOUNT RECONCILIATION REPORT

The board noted Bank Reconciliations for February 1-28.

#### TRANSFERS

There were no transfers.

#### PERSONNEL REPORT

The board noted the personnel report.

#### DIRECTOR'S REPORT

The board noted the director's report. Titan will repair the leaking skylight. It was necessary to truck out snow to clear several parking spaces; this expense is covered in the current budget. Authentication problems with the Mango language learning database are being corrected.

#### UPPER HUDSON LIBRARY SYSTEM REPORT

No report.

## OLD BUSINESS

### *Marketing and fundraising committee*

This committee will procure additional information and proposals for presentation at the regular April board meeting; special meeting is cancelled at this time.

## NEW BUSINESS

### *Budget draft for footnotes*

The board reviewed drafts of the 2010-2011 budget and trustee letter, and approved them for publication in the May/June newsletter.

### *OPEB actuarial report*

On a MOTION by T. Wright with a second by J. Sobiecki, the board authorized N. Pieri to enter into a contract with Harbridge Consulting Group for OPEB actuarial services.

### *Solar energy project*

Although NYSERDA determined that this project has merit, our grant application was denied based on funding constraints. G. Kirkpatrick will determine the engineer of record for the Guilderland project; J. Sobiecki will request a design proposal. An LSTA construction grant is another possible funding source; project must have SED approval by August 1.

### *Change order—patron shelter*

On a MOTION by J. Sobiecki with a second by T. Wright, the board approved the change order proposed by CLAsite, for an amount not to exceed \$2,300, splitting the cost of the shelter's side panels and benches, on condition that this work is completed by May 15, 2010 (3 yea, 1 nay).

### *Other new business*

The board extended its thanks to Youth Services librarian Jennifer Hanley for her UHLS minigrant initiative to provide programs and services for special-needs children and families.

This year's Lobby Day message to State legislators on March 2 was to resist further cuts in library aid. New York State Assemblyman Tim Gordon has added Bethlehem Public Library as a two-hour stop on his "Hometown Tour" this summer.

NYLA's annual Trustee Institute will be held on Long Island in April.

On a MOTION by Y. Caldwell with a second by J. Sobiecki, the meeting adjourned at 7:45pm.

Prepared by  
Louise Grieco, recording secretary

Cosigned by  
Aaron Baldwin, board president