

BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF DECEMBER 15, 2009

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the District Library Center in Doylestown. The meeting was called to order at 5:30 p.m. Present were: Det Ansinn, President; Bill Draper, Vice President; Roberta Foerst, Secretary; Jerry Balchis, Treasurer; Mary Ann Beltz and Christina Paugh-Greenwood, Board Trustees; Martina Kominiarek, Executive Director; Sue Ziegler, Public Services Director; John Doran, Chief Financial Officer; and Pam Riley, Executive Assistant. Also in attendance were Janet Marnatti, Collection Management Director; Michael Schabert, IT Director; and Holly Ambrose, Public Services Manager. Rob Ciervo, Board Trustee, was absent.

A MOTION to APPROVE the minutes of the Regular Meeting of November 17, 2009 was made by Draper, SECONDED by Foerst and APPROVED unanimously.

STAFF REPORTS

Report of Collection Management Director/Bensalem Renovation

Collection Management Director Janet Marnatti gave a presentation on the Bensalem library renovations, showing pictures of some of the changes. She said that the Bensalem staff members had been very enthusiastic about the project, which was funded through revenue generated through their passport office. Martina Kominiarek said that they should be proud of themselves for their patience in waiting to amass funding for this large renovation project. We hope to complete the renovation and have a community celebration in February 2010.

Report of Executive Director (submitted in writing)

Regarding speculation that the county may provide additional funding to BCFL, Executive Director Martina Kominiarek said that she was still waiting to hear from the county, which was slated to meet the next day for their regularly-scheduled commissioners meeting. She and CFO John Doran clarified what county funding was used for in BCFL's budget.

Next, she introduced Holly Ambrose, Public Services Manager, to the board. Holly will be working with the Governance Committee on several projects, including creating surveys that will poll the board on their experiences and needs.

Mike Schabert, IT Director, said that the two revised IT policies that were included in board packets are basically the same except for some minor reformatting that matches up with other policies. The IT policies have been distributed to all library directors so that each could obtain their own board approval.

Report of Public Services Director (submitted in writing)

Public Services Director Sue Ziegler said that this week wraps up the Supervisors Academy online training led by Sandra Nelson and June Garcia, which provided participants an opportunity to use Moodle, a free web application that will be used to host the BCFL staff intranet. The Academy also provided online sharing using forums for the first time for many participants, and plans to use forums as a communication tool in the future look promising, especially for communicating with staff members at branch locations.

Report of Chief Financial Officer

CFO John Doran reported that all branches have cash registers and staff have been trained on their use. The cash registers were accepted very well throughout all the branches. Reconciliations appear to be happening more quickly. He said he was thrilled that it was all going so smoothly.

MOTION to APPROVE the payment of bills for November 2009 in the amount of \$432,247.63 was made by Beltz, SECONDED by Draper and APPROVED unanimously.

He noted that the financial statements appear to have high balances, but this was because they include funding from the state for next year.

MOTION to APPROVE the November 2009 financial statements (subject to audit) was made by Foerst, SECONDED by Balchis, and APPROVED unanimously.

Board Committee Reports: No reports.

Correspondence – Submitted in writing

Public Comment – A meeting attendee asked if the public can access the planned 2010 budget and the 2009 expenditures. CFO John Doran explained that the financial statements will be part of the new Web site. She then asked whether the layoffs are completed at BCFL. Executive Director Kominiarek stated that she is hopeful that they are complete, but until the final county budget is received, she couldn't say definitely. She also asked about e-mailing board members directly, but it was explained that because of spam, there are better ways to provide the public contact. She also voiced her concern over the reduced hours at the branches, especially Yardley-Makefield branch. Board President Det Ansinn explained

BCFL's most recent history, starting five years ago when BCFL was forced to take drastic cuts when funding was cut, so this latest funding reduction hit BCFL when libraries were already lean. He said that the next couple years do not present any rosier picture, either. He said he appreciates the public's concern, but we are at the limits of our resources.

Unfinished business

The nominations for BCFL Board officers were: Jerry Balchis, President; Mary Ann Beltz, Vice President; Christina Paugh-Greenwood, Secretary; and Bill Draper, Treasurer. There being no additional nominations from the floor, a MOTION to CLOSE the nominations was made by Ansinn, SECONDED by Draper and APPROVED unanimously.

New Business

MOTION to approve two (2) IT Policies – *ING-8: Use of Library-Provided Computers* and *ING 9: Internet Use* was made by Foerst, SECONDED by Ansinn and APPROVED unanimously.

Outgoing board member Det Ansinn said that he has enjoyed the opportunity to represent Bucks County on the library board. He said the staff members he has worked with have been great and made his job on the board so much easier. He feels very lucky to have had this opportunity to participate.

There being no further business, a MOTION to ADJOURN was made at 6:28 p.m. by Draper, SECONDED by Foerst and so MOVED.

Respectfully submitted,

Pamela J. Riley

Executive Assistant

APPROVED BY BOARD OF DIRECTORS
JANUARY 19, 2010