

**MINUTES OF THE BETHEL PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
May 7, 2009**

The regular meeting of the Bethel Park Public Library Board of Trustees was held on May 8, 2009. President Beverly McKee called the meeting to order at 4:35 P.M. The following seven (7) members of the Board were in attendance: President Beverly McKee, Paul Atencio, Carri Czyzewski, Georgiana Knaus, Carol Robinson, Dick Rose, and Dave Wohleber. Also in attendance were Library Director Christine McIntosh and Council Representative Lorrie Gibbons.

**APPROVAL OF MINUTES**

Motion to approve the minutes was made by Dick Rose, seconded by Georgiana Knaus. Motion carried.

**ANNOUNCEMENTS:**

President Beverly McKee reported that she, Christine, and Dave Wohleber had attended the Trustee Institute and learned, among other things, that it is important that Board members commit to other tasks, especially working on committees or visiting and attending Library Programs. Beverly found the Book Sale well attended. Beverly also announced the resignation of Board Member Vici Lofstead because of new job responsibilities, and sadly, the resignation of long time Board Member Dave Peet due to a serious illness.

**TREASURER'S REPORT:**

Dave Wohleber has been named acting Treasurer by President McKee. Dave reported that at 25% of the Budget, total expenses are on target. Income is at 32% and State Aid at 99% is correct because it is paid in January. Access PA is paid twice a year in February and August and is always ahead of revenue for that reason. Salaries and Collections are on target as well. Insurance (550.02) at 59% is front ended also. Total expenses at 25.2% is on target as well.

Dave reported that the BPPL Balance Sheet is solid financially with a total equity of \$355,522.60 and should be in good shape to weather the gloomy financial future.

National City Checking Account has been closed. The transferred funds from National City Bank to Brentwood Bank will pay between 1% and 2% on our type of account.

Dick Rose motioned that Georgiana Knaus be appointed Vice President of the Board of the Bethel Park Public Library as replacement for Mr. Wohleber. The motion was seconded by Paul Atencio. Motion carried.

**DIRECTOR’S REPORT:**

Director Christine McIntosh reviewed the graphs in the Board packets. She reported that:

- Larger libraries are typically net borrowers (Lent v. Borrowed) partly because they have more depth in a subject area. The library has bought more popular items and is moving in the right direction of a 4 to 1 ratio.
- Youth Services is down and she has held off hiring due to budget concerns.
- The State requires that Reference Questions be tracked and the library has answered 46% more questions this year than last from phone, E-Mail, and in person.
- Library news is in the packet.
- Patron Traffic was down probably due to a battery failure on the door counter.
- The Family Bathroom is being well received.
- The Friends of the Library sent a letter commending Michele Loria for her hard work on the Book Sale and also commended the Library for its generous support of the Book Sale.

**GIFTS:**

**Donors:**

**Amount:**

**In Memory/Gifts:**

Eileen Stevenson	Geraldine Dolinar	\$ 48.25
Anonymous	Donation	9.50
Ed and Carol Robinson	Donation	(Valued At \$250.00)
Quilt		
John M. Dodson	Donation	50.00
Bethel Women’s Club	Othilla Duffy	50.00

Margaret Renton and Scott Tampo	Geraldine Dolinar	250.00
Bethel Treatment Plant	Geraldine Dolinar	50.00
A. James and Barbara MacDonald	BarbaraAnnAllen	25.00
Compulsive Eaters Anonymous	Donation	20.00
Brookside Women's Club	Donation	<u>25.00</u>
Total:		\$527.75

**MUNICIPAL REPORT:**

Council Representative Lorrie Gibbons reported that:

- The School District has asked for Building Permits
- The Sara Street Bridge deck is being replaced
- The Community Center parking lot is being resurfaced.
- There has been a proposal to close some light rail stops.
- Elections are coming up.
- The Memorial Day Parade festivities will start at 7:50 A.M. with a parade at 9:00 and a program at the cemetery at 10:30 A.M.

**OLD BUSINESS:**

Christine conducted an orientation for new Board Members Carri Czyzewski and Paul Atencio.

The status of the ACLA formula was discussed. It is not yet finalized and many libraries would like the local income factor recalculated. The Financial Committee of the BPPL will meet concerning the vote on the ACLA formula and give their report and recommendation to the Board at the June meeting.

**NEW BUSINESS:**

Paul Atencio will review the By-Laws to determine if a change is needed regarding the rules pertaining to Board officer vacancies.

Christine, Beverly, and Dave discussed useful information gathered at the Trustee Institute. Advocacy for the library was determined to be very important and along with the library's own advocacy, the Board selected Carrie Czyzewski as the library Representative for Advocacy, a particular favorite of hers.

Dave Wohleber will meet with key staff via E-Mail regarding the Vision Statement.

The Fund Raising Committee will include Paul Atencio, Georgiana Knaus, and Carri Czyzewski.

It was decided to table the discussion on the new Service Policies.

Dick Rose motioned that Georgiana Knaus be appointed Vice President and Dave Wohleber be appointed Treasurer for the remainder of the year. Carol Robinson seconded the motion. Motion carried.

**MOTION TO ADJOURN:**

Motion to adjourn was made at 5:45 by Carri Czyzewski, seconded by Paul Atencio. Motion carried.

Respectfully Submitted,

Carol Robinson,  
Recording Secretary