

**MINUTES OF THE BETHEL PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
November 5, 2009**

The regular meeting of the Bethel Park Public Library Board of Trustees was held on November 5, 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, Kenneth Moir, Carol Robinson, and Jill Shoemaker. Also in attendance were Library Director Christine McIntosh and Council Representative Lorrie Gibbons.

APPROVAL OF MINUTES

Motion to approve the minutes was made by Kenneth Moir, seconded by Jill Shoemaker. Motion Carried.

PRESIDENT'S REPORT:

President Beverly McKee believes that the Board should be evaluated annually and has gotten tools from Christine to accomplish this task which will be the responsibility of the Nominating Committee.

TREASURER'S REPORT:

Christine reported that as always State and Federal Aid are front loaded and the budget should be at 75% as of September. Expenditures are at 69.9%, a little below, which is a good thing.

Fundraising Costs, 540.11, was at 416.8% because more things were done than expected.

Last month the "reserve" PNC Savings Account was closed. Money from this account will be deposited into the First Federal Money Market Account.

DIRECTOR'S REPORT:

Director Christine McIntosh reviewed her colorful graphs. While computer use is up, WiFi cannot be tracked. The popularity of Ing's puppet show on bullying probably accounted for the previous increase in Youth Services. Three passport fairs were held.

Christine reviewed the handout on the ACLA General Membership Meeting held in October.

In addition to the Vendor Fair on Saturday, there will be a bake sale in the lobby as well.

GIFTS:

Donors:	Gifts/Memorials	Amount:
Pinochle Group	Donation	\$ 43.00
Barbara Lynn Noll	Donation	16.40
Barbara Henney	90 th Birthdays of Regis and Betty Champ	20.00
Bethel Women’s Club 50.00	Laura Gibson	
Virginia Pavlick	Donation	<u>\$ 20.00</u>
	Total:	\$ 149.40

COMMITTEE REPORTS:

Nominating Committee:

Carol Robinson reported that the committee had met and a slate of officers will be ready for the December meeting. The Nominating Committee – Carol Robinson, Ken Moir, Christine McIntosh, Dick Rose, and Dave Wohleber – will meet to interview new Board members. Alice Sandee has volunteered to be considered as a candidate for Board membership. Alice is 25 years old and has a double Masters degree from Duquesne University. She works for a CPA firm and also teaches the Spanish Club at Mt. Lebanon Library. Our other candidate, Dorothy Zarvis, has moved to the East End.

Strategic Planning Committee:

Carri Czyzewski reported that there will be an intensive meeting on Saturday, the 14th to take the committee to the next step.

Fundraising Committee:

Paul Atencio reported that the committee will schedule a meeting in the next few weeks to discuss plans for spring fundraisers.

MUNICIPAL REPORT:

Municipal Representative, Lorrie Gibbons, reported that:

- Lite Up Nite is December 2nd at 6:45 P.M.
- The Municipality is going back to Jordan Tax Collections but the School District is retaining Sentax. It will go to a centralized system in 2 years.
- The Budget will be passed on Monday night.
- They are looking into better use of free time at the Bethel Recreation Center.

OLD BUSINESS:

Paul Atencio motioned to move the Board meetings to the evening. Ken Moir seconded the motion. Motion Carried.

Paul Atencio motioned to amend the motion by stating that the meeting will convene at 7:00 P.M. Ken Moir seconded the motion. Motion Carried.

Retaining an Abitibi Paper Retriever cannot be done because it would violate the municipal contract with Waste Management.

NEW BUSINESS:

The naming of the By-Laws was discussed.

Carri Czyzewski motioned to change the name from The Constitution of the Bethel Park Public Library to read The By-Laws of the Bethel Park Public Library. Jill Shoemaker seconded the motion. Motion Carried.

Jill Shoemaker motioned to approve Policy Number: 109 entitled Public Notice Bulletin Board Policy Draft 1, Policy Number: 112 titled Record Retention and Document Destruction Policy Draft 1, and Policy Number: 113, titled Whistleblower Policy Draft 1.

Paul Atencio seconded the motion. Motion Carried.

The board decided to collect memorial donations at our next meeting for former Board members Gerry Dolinar and Dave Peet
Staff Appreciation Christmas lunch will be held on Wednesday, December 16th and is to be catered by Pasta Too.

ANNOUNCEMENTS:

- Vendor Fair – Saturday, November 7, 10 a.m. to 4 p.m.

- Strategic Planning Session – Saturday, November 14, 8:30 a.m. to 12:30 p.m.

MOTION TO ADJOURN:

Motion to adjourn at 5:30 P.M. made by Georgian Knaus, seconded by Paul Atencio. Motion Carried

Respectfully Submitted,

Carol Robinson, Recording Secretary