

**MINUTES OF THE BETHEL PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
November 9, 2010**

The regular meeting of the Bethel Park Public Library Board of Trustees was held on November 9, 2010. President Beverly McKee called the meeting to order at 7:12 PM and turned the meeting over to Vice President Paul Atencio. The following six (6) members of the Board were in attendance: Beverly McKee, Carri Czyzewski, Paul Atencio, Dave Wohleber, Georgiana Knaus, Ken Moir. Also in attendance were Councilwoman Lorrie Gibbons and Library Director Christine McIntosh.

APPROVAL OF MINUTES:

Dave Wohleber motioned to approve the minutes of the September meeting (there was no meeting in October). Ken Moir seconded the motion. Motion carried.

PRESIDENT'S REPORT:

President Beverly McKee praised the fall Vendor Fair. Paul Atencio praised the Lego Club and the programs put together by the Youth Services Department in response to the school district strike.

TREASURER'S REPORT:

Finances are in good shape for this point in the year.

DIRECTOR'S REPORT:

Christine McIntosh spoke about state and RAD budgets and on the bylaws amendments voted on at the ACLA General Membership meeting on October 28th.

NOMINATING COMMITTEE'S REPORT:

Ken Moir reported that two potential board candidates were interviewed. The committee does not recommend extending offers to either candidate as our bylaws state that the board can have 9 – 11 members and we currently have nine. The committee also discussed officer nominations which will be announced at the December meeting.

FINANCE COMMITTEE REPORT:

Dave Wohleber reported that the committee met with our representative from BBR to review the 401(k) fund performance for the first half of 2010. No changes are recommended at this time. The committee will review the funds again when the year-end data is available. The committee will meet at 5:30 p.m. on Thursday, December 2, 2010 to review the 2011 draft budget.

STRATEGIC PLANNING COMMITTEE'S REPORT:

Carri Czyzewski met with Director McIntosh. The committee recommends postponing the customer satisfaction survey for six months as the ACLA strategic planning committee will be conducting focus groups to gather data for customer analysis and we can piggyback on their data. Given the restraints on the budget, the committee also recommends holding off on hiring a planning consultant. The future of libraries is a hot topic; we can gather our own information. After discussions with the municipal solicitor, Paul Atencio recommends using an architect for the Fireplace Room project even though it is more expensive. The architect will serve as project manager and assume liability. Director McIntosh is to solicit bids from other architects and also find companies to work on the acoustic project in the main library who will present their projects to the board.

FUNDRAISING COMMITTEE'S REPORT:

Paul Atencio stated that the fundraising committee will be meeting soon to start gala planning for the spring. Director McIntosh reported that the annual fund drive will be included as an insert in The Chronicles which will be delivered to all Bethel households by December 6th. Also, the Flower Power fundraiser netted over \$300 and the Fall Vendor Fair netted \$500 in table fees plus \$300+ dollars in raffle tickets/bake sale.

OLD BUSINESS:

The library received a check in the amount of \$2,500 from the BP Community Foundation for the Outdoor Reading/Program area project. Director McIntosh will order the furniture for the project.

NEW BUSINESS:

Because of the recent difficulty in getting a quorum for board meetings, Paul Atencio discussed the possibility of telephonic participation at board meetings. Director McIntosh stated that it is possible in some locations in the building but not in the Program Room.

ANNOUNCEMENTS:

Director McIntosh announced an upcoming fundraiser – Chick-Fil-A Spirit Night on Monday, November 22nd from 5 – 8 p.m. Tell your cashier you support Bethel Park Public Library. Twenty percent of all sales comes back to the library. Georgie Knaus announced that she will be retiring from the board at the end of the year.

MOTION TO ADJOURN:

Motion to adjourn was made at 8:07 PM by Ken Moir and seconded by Beverly McKee. Motion carried.

Respectfully Submitted,

Christine McIntosh, Director