

**MINUTES OF MEETING
OF THE BOARD OF TRUSTEES FOR
THE BETHEL PARK PUBLIC LIBRARY
MAY 4, 2023**

The May Meeting of the Board of Trustees for the Bethel Park Public Library was held on May 4, 2023. M. Moore called the meeting to order at 5:02 pm.

The following were in attendance:

Gina Brownfield

Christine McIntosh, Director

Carri Czyzewski

Kim Turner, BPSD Representative

Jason Flinn

Britney Hollick

Al Levine

Mary Alice Moore

APPROVAL OF MINUTES:

Ms. Moore moved to have the March 2023 minutes approved; second by Mr. Levine. Minutes approved unanimously.

PRESIDENT'S REPORT:

Ms. Moore noted the press coverage of the Rotary Night of Giving, the Friends of the Library Designer Bag BINGO, and the Children's Choice Awards.

TREASURER'S REPORT:

The March 2023 financial report and balance sheet were reviewed. Motion to accept the March 2023 financial report and balance sheet made by Mr. Levine; second by Ms. Hollick. Motion carried.

Ms. McIntosh asked that money exceeding the FDIC limit of \$250,000 in both the Brentwood Bank Checking Account and the Dollar Bank Escrow account be moved either to a Certificate of Deposit or to an ICS account. The Insured Cash Sweep or ICS service is used by banks and savings associations that are insured by the FDIC. Financial institutions that offer the service can place the deposits received from their customers into interest-bearing savings accounts at other FDIC-insured banks in the Network. Brentwood Bank participates in the ICS service. Ms. McIntosh will check the interest rates on both CDs and the ICS service.

DIRECTOR'S REPORT:

Ms. McIntosh reviewed her written report, adding that the Self-check Kiosks and Patron Pickup Lockers have an install date of 5/23/23 with a live date of 6/5/23. Advice on how to handle a First Amendment Audit was shared from ACLA CEO Amy Anderson. An update on the Student Library Card Initiative was provided.

COMMITTEE REPORTS:

Ms. McIntosh reported that she will continue to share continuing education opportunities for Board Trustees as they become available. Ms. McIntosh and Mr. Flinn will meet with Doug Rizzo from BABB Inc. to discuss our current insurance policies and a change in broker. Ms. McIntosh shared a preliminary report on Party in the Park. Ms. Moore reported that the Friends Designer Bag BINGO event was a sell-out, raising over \$8,000. The Friends will host a book sale to be held at Evey's parking lot on Sunday, May 21, 2023.

MUNICIPAL REPORT:

No report.

SCHOOL DISTRICT REPORT:

Ms. Turner reported that Phase 2 at IMS has begun and that Keystone, PSSA and AP Exams are underway.

OLD BUSINESS:

Ms. McIntosh presented a drawing of the proposed Adult Program Room from EPM Architecture with a preliminary project estimate of \$80,000. The Board agreed for the project to move to the next phase with detailed drawings and budget.

NEW BUSINESS:

Ms. McIntosh discussed an interested candidate for the Library Board. Ms. Moore and Ms. McIntosh will meet with the candidate before the July board meeting.

ANNOUNCEMENTS:

The Library will be closed on Sunday, 5/28 and Monday, 5/29 for the Memorial Day holiday. The Library will be CLOSED on Sundays through Labor Day weekend.

ADJOURNMENT:

Mr. Levine made a motion to adjourn the meeting; second by Mr. Flinn. The meeting was adjourned at 5:58 PM.