

BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF JANUARY 16, 2018

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Doylestown District Center Library. The meeting was called to order at 6:02 p.m. Present were: Roberta Foerst, President; Constance Moore, Vice President; Jerry Balchis, Secretary; Richard Rogers, Treasurer; Bill Draper, Larry Jones, and Dan Johansson, Board Trustees; Martina Kominiarek, Chief Executive Officer; John Doran, Chief Financial Officer; and Pamela Riley, HR Administrator. Also in attendance were Joe Thompson, Chief Operating Officer, and Michelle Wexler, Development Director.

At Dan Johansson's suggestion it was agreed that the minutes of December 19, 2017 be amended under the President's Report section from, "A vote was held..." to "Multiple votes were held..."

A MOTION to APPROVE the minutes of the Regular Meeting of December 19, 2017 as amended was made by Johansson, SECONDED by Jones, and APPROVED unanimously.

PRESIDENT'S REPORT/ROBERTA FOERST

President Foerst turned over the meeting to Nominating Committee Chair Balchis in order to complete the elections, which had the Vice President position still open. The two candidates, Constance Moore and Dan Johansson, each made a statement to the board regarding their qualifications for the position. The board then voted by paper ballots, and Moore was named Vice President for the current year. Thanks were made to Johansson for volunteering.

President Foerst spoke on her efforts to obtain voter absentee ballots for BCFL to distribute. After connecting with someone from the elections office via phone, she stated that she will follow up with a visit in the next month or two at that office.

STAFF REPORTS

Report of Chief Executive Officer/Martina Kominiarek

Network level glitches with credit cards were being addressed with the RFID kiosks, which was delaying the timetable by a week or two. It was already in place at the Langhorne branch, and so far the manager had received a lot of positive feedback.

The board was presented with a review of the monthly board statistical report, which has a new look with many added charts.

An update on the change in book sales and book donations to the library was presented to the board. It was agreed that the CEO will work with President Foerst to respond to several letters that were received as a result of the policy change.

Report of Development Director/Michelle Wexler

An update on 2017 development activities as well as plans for 2018 was presented to the board. This included handouts of brochures and a review of Annual Giving, Eldercare 101 seminar, and the e-newsletter.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for December 2017 in the amount of \$879,364.75 was made by Johansson, SECONDED by Moore, and APPROVED unanimously.

CFO Doran explained that the December 2017 financial statements would not be prepared until additional journal entries and statements were received and entered. They will be available for approval at the next board meeting.

Board Committee Reports:

The Finance Committee meeting is tentatively scheduled for February 8, 2018.

Correspondence – None

Unfinished business – None

New Business – None

Public Comment – No public commented.

There being no further business, a MOTION to ADJOURN was made at 7:02 p.m. by Johansson, SECONDED by Draper, and so MOVED.

APPROVED BY BOARD OF DIRECTORS
FEBRUARY 20, 2018