

BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF JANUARY 20, 2015

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 5:30 p.m. Present were: Larry Jones, President; Roberta Foerst, Vice President; Bill Draper, and Jerry Balchis, Board Trustees; Martina Kominiarek, Executive Director; John Doran, Chief Financial Officer; and Pamela Riley, Executive Assistant. Also in attendance were Lisa Kern, Assistant Director; Joe Thompson, Administrative Services Director; Sue Ziegler, Collection Management Director; and Judy Benfield, Doylestown Library Manager. Constance Moore, Secretary; Richard Rogers, Treasurer; and Dan Johansson, Board Trustee, were absent.

A MOTION to APPROVE the minutes of the Regular Meeting of December 16, 2014 was made by Foerst, SECONDED by Draper, and APPROVED unanimously.

STAFF REPORTS

Report of Executive Director/Martina Kominiarek

The board president and executive director attended the grand reopening of Weis Markets in Doylestown. A representative from Weis Markets presented Bucks County Free Library with a \$500 donation. Bucks County Free Library will purchase and distribute bookmarks for the new Let's Play School online program. The bookmarks will highlight the program on one side and provide a shopping list of items needed to earn badges on the other side, and Weis Markets will help distribute the bookmarks at their store.

The monthly statistical report is being revised in an effort to produce it more efficiently and to provide more relevant data to the board. The new look should start for the January 2015 report.

Bucks County Free Library has been awarded a Keystone grant award for the Langhorne branch in the amount of \$430,240, which will be matched with \$470,000 of local funds. The library was built in 1976, and many of the changes will be to bring the infrastructure up to date –insulation, carpeting, ADA compliant restrooms. Additionally, an early learning area for small children and adults will be included in the renovation. The interactive area will help preschoolers become ready for school. Thanks go to John Doran, Betsy Hafer, Dianne Wachtendorf, Stephanie Deeter, and Joe Thompson, who were all part of the grant team.

Report of Chief Financial Officer

MOTION to APPROVE the check register for December 2014 in the amount of \$467,691.69 was made by Foerst, SECONDED by Draper, and APPROVED unanimously.

December 2014 financial statements were not available. The CFO is still waiting for year-end investment and banking statements, as well as final 2014 invoices to be received. This is necessary to properly close the books for the year and have final financial statements ready for the annual audit.

Board Committee Reports:

Governance Committee will be meeting in March. Roberta Foerst is the new Chairperson for that committee.

Finance will be meeting in February to go over investments.

Correspondence – Submitted in writing

Public Comment – Betsy Satterthwaite and Donna Raynor commented on the upcoming changes to the Langhorne branch.

Unfinished business – None

New Business – Bid proposals were requested for Internet service, and the lowest bid came from Sunesys.

MOTION to APPROVE the bid for a two-year contract for Internet service to Sunesys LLC was made by Draper, SECONDED by Balchis, and approved UNANIMOUSLY.

There being no further business, a MOTION to ADJOURN was made at 6:20 p.m. by Draper, SECONDED by Balchis, and so MOVED.

Respectfully submitted,

Pamela J. Riley

Executive Assistant

APPROVED BY BOARD OF DIRECTORS
FEBRUARY 17, 2015