

**BUCKS COUNTY FREE LIBRARY**  
**MINUTES OF THE REGULAR MEETING OF FEBRUARY 17, 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; Constance Moore, Secretary; Richard Rogers, Treasurer; Bill Draper, Jerry Balchis, and Dan Johansson, Board Trustees; Martina Kominiarek, Executive Director; John Doran, Chief Financial Officer; and Pamela Riley, Executive Assistant. Also in attendance were Lisa Kern, Assistant Director, and Joe Thompson, Administrative Services Director. Roberta Foerst, Vice President, was absent.

A MOTION to APPROVE the minutes of the Regular Meeting of January 20, 2015 was made by Jones, SECONDED by Moore, and APPROVED with one abstention.

**STAFF REPORTS**

Report of Executive Director/Martina Kominiarek

The director and library board recognized the long-time dedication and hard work of Yardley Friends President Lois Mangold, who passed away this month. The board discussed the possibility of commemorating Lois at the May 20 board meeting and by installing a memorial bench or other item in the library's garden.

The monthly board statistical report has been revised with the goal of making it more meaningful and valuable to the board. Board members were encouraged to comment and ask questions about the revised form.

Report of Chief Financial Officer/John Doran

The board was provided with a review of the December 2014 financial statement. The financial statements were reviewed by auditors but not yet audited. There was a question regarding the library's collection agency, Unique Management Services. A monthly report from Unique with the amounts recovered from library users in materials and fines will be presented at the next board meeting.

MOTION to APPROVE the December 2014 financial statements (subject to audit) was made by Moore, SECONDED by Rogers, and APPROVED with one abstention.

MOTION to APPROVE the check register for January 2015 in the amount of \$621,082.96 was made by Rogers, SECONDED by Moore, and APPROVED with one abstention.

It was reported that there was an error in the January 2015 financial statements that will be corrected after the meeting. Also, PECO made an error on their current bill in the amount of \$33,000. This correction will be made in a subsequent invoice(s).

MOTION to APPROVE the January 2015 financial statements (subject to audit) with the two corrections noted was made by Rogers, SECONDED by Jones, and APPROVED with one abstention.

**Board Committee Reports:**

Finance Committee: Meeting was held on February 12, 2015 to meet with Wells Fargo Investments to review 2014 results, and it was felt they were in line with market benchmarks. There will be a Finance Committee meeting on March 12, 2015 to meet with Vanguard for an annual review.

**Correspondence** – Submitted in writing

**Public Comment** – One person commented regarding newspaper availability at the Doylestown library.

**Unfinished business** – It was requested that the BCFL board meeting originally scheduled for March 17, 2015 be changed.

MOTION to APPROVE the BCFL board meeting date for March changed to March 24, 2015 was made by Jones and APPROVED with one abstention.

**New Business** – Ten bids were received for the Bensalem, Levittown and Yardley branches' restroom renovations. It was recommended that the award be given to the lowest bidder, Premier Builders, Inc. in the amount of \$183,600.

MOTION to APPROVE the restroom renovation project to Premier Builders, Inc. was made by Moore, SECONDED by Balchis, and APPROVED with one abstention.

There being no further business, a MOTION to ADJOURN was made at 6:38 p.m. by Balchis, SECONDED by Moore, and so MOVED.

APPROVED BY BOARD OF DIRECTORS  
APRIL 21, 2015