

BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF JUNE 21, 2016

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Yardley-Makefield branch. The meeting was called to order at 6:00 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 Betsy Hafer, Finance Administrator. Also in attendance were: Joe Thompson, Administrative Services Director; John Pappas, Library Manager; Robert Rosiello, Assistant Library Manager; and Jessica Gruber, Youth Services Librarian.

A MOTION to APPROVE the minutes of the Regular Meeting of May 17, 2016 was made by Balchis, SECONDED by Jones, and APPROVED with one abstention.

BOARD REPORTS

Report of Board President/Roberta Foerst

The CEO annual performance evaluation and all corresponding documents have been completed and provided to the board for review.

MOTION to APPROVE was made by Jones, SECONDED by Moore, and APPROVED unanimously.

Jerry Balchis reported on a trustee workshop he attended on June 11, 2016 with a keynote address titled *Emerging Trends in Libraries* by David Lee King. He found that many of the ideas presented in the seminar are those that BCFL has already implemented.

STAFF REPORTS

Report of Library Manager/John Pappas

Patch program has been very successful. Fiction is on mobile shelving, and the library user response has been very positive. The innovative One Button Studio will be another asset to the organization. An introduction was made to the board of new Assistant Library Manager Rob Rosiello, who started in March.

Report of Assistant Library Manager/Rob Rosiello

Storytelling programs are being offered to library users. The first phase is a program of storytellers to each branch over the next six weeks. Phase 2 is staff training in storytelling, and the last phase is a workshop that will be open to the public.

Report of Youth Services Librarian/Jessica Gruber

The Summer Reading Challenge began on Saturday, June 18, and already there are 500 reading logs. It was promoted on the BCFL website and through school visits and Back-to-School Night to teachers and principals.

Report of Chief Executive Officer/Martina Kominiarek

The Yardley staff was thanked for their hard work in implementing new and exciting innovative programs. John Pappas is doing a great job with the year-round reading patch project, and Rob Rosiello and Jessica Gruber are working on introducing the storytelling program.

One Button Studio will be a new service at the Yardley-Makefield branch. A dedicated room will house user-friendly equipment to make studio-quality videos for both businesses and individuals to use. It is funded through the Disbrow Trust, and the fund trustees are excited about this project.

The Langhorne branch reopened yesterday, June 20, after being closed for renovations in preparation of Penn's Little Village. Most of the furniture and shelving has been installed. When the village opens, it will be decided what other seating will be needed. There have been no major glitches, and excitement is evident from library user input. A VIP reception will be held on an evening when the library is closed.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for May 2016 in the amount of \$435,675.15 was made by Draper, SECONDED by Johansson, and APPROVED unanimously.

MOTION to APPROVE the May 2016 financial statements (subject to audit) was made by Moore, SECONDED by Jones, and APPROVED unanimously.

BCFL will hold its first annual donor recognition event at Doylestown sometime in the fall or spring. A date will be announced shortly.

The Finance Committee has a meeting scheduled for Thursday, June 23, 2016 at 4:00 p.m.

Board Committee Reports:

Governance Committee – No meeting was held because of schedule conflicts.

Correspondence – None

Public Comment – Robert Nathan commented on cell phone use at the libraries. Donny Rayner commented on Langhorne’s Penn’s Little Village.

Unfinished business – None

New Business – BCFL currently offers free faxes to library users. However, the vendor charges BCFL for fax use if it exceeds 250 pages at a branch. Currently, it is being maxed out at four branches. Therefore, BCFL wants to charge a \$.25 flat fee per page for library users.

Board trustee Bill Draper recommended that going forward the CEO should make the decision about how much to charge for fax services and implement fees on a cost recovery basis of up to \$1.00 per fax before another request for review and approval is brought to the board.

MOTION to AUTHORIZE the CEO to implement a fax fee, determine the per item charge to library users, and raise fees as needed up to \$1 per page before returning to the Board for approval was made by Draper, SECONDED by Balchis, and APPROVED unanimously.

There being no further business, a MOTION to ADJOURN was made at 6:52 p.m. by Rogers, SECONDED by Balchis, and so MOVED.

APPROVED BY BOARD OF DIRECTORS
JULY 19, 2016