

BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF FEBRUARY 20, 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 6:00 p.m. Present were: 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 Jessica Gruber, Acting Outreach & Programming Manager. Absent were: Roberta Foerst, President; Constance Moore, Vice President; and Jerry Balchis, Secretary.

A MOTION to APPROVE the minutes of the Regular Meeting of January 16, 2018 was made by Johansson, SECONDED by Jones, and APPROVED unanimously.

STAFF REPORTS

Report of Chief Executive Officer/Martina Kominiarek

An update was provided on the Collective Bargaining Agreement (CBA) negotiations. A negotiations meeting was scheduled to take place after the board meeting.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for January 2018 in the amount of \$387,178.47 was made by Jones, SECONDED by Draper, and APPROVED unanimously.

An update was provided on the 2017 audit process, with the auditors visiting BCFL last week and a draft probably ready in about two weeks.

MOTION to APPROVE the December 2017 financial statements (subject to audit) was made by Johansson, SECONDED by Draper, and APPROVED unanimously.

MOTION to APPROVE the January 2018 financial statements (subject to audit) was made by Jones, SECONDED by Draper, and APPROVED unanimously.

A Board Resolution was on the agenda to authorize John Doran to sign all documents for the Robert W. Ross Irrevocable Trust. During discussion it was suggested that the resolution be amended from “authorized signer for all documents” to “authorized signer for any and all documents.”

A MOTION to APPROVE the Board Resolution for the Robert W. Ross Irrevocable Trust AS AMENDED was made by Jones, SECONDED by Johansson, and APPROVED.

The board was told to “save the date” of April 27, 2018 from 6:00 – 8:00 p.m. for the grand opening of The Backyard at the Doylestown District Center Library. Invitations will be sent to the board and to local legislators and Doylestown Friends, who are supporting the Grand Opening event.

Board Committee Reports:

The Finance Committee did not meet.

The Governance Committee did not meet.

Correspondence – Book sale emails

Public Comment – No public commented.

Unfinished business – None

New Business – The Acting Outreach & Programming Manager, Jessica Gruber, was introduced to the board. Jessica will be researching and heading up the bookmobile project. Currently, she is in charge of the Help Desk staff and is part of the management CBA negotiating team. She has also been examining branch schedules and analyzing staffing.

There being no further business, a MOTION to ADJOURN was made at 6:24 p.m. by Johansson, SECONDED by Jones, and so MOVED.

APPROVED BY BOARD OF DIRECTORS
APRIL 17, 2018