

BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF JUNE 19, 2018

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Quakertown branch. The meeting was called to order at 6:13 p.m. Present were: Roberta Foerst, President; Bill Draper, Larry Jones, and Dan Johansson, Board Trustees; Martina Kominiarek, Chief Executive Officer; and John Doran, Chief Financial Officer. Also in attendance were Joe Thompson, Chief Operating Officer; Patty Harris, Access Services Manager; and Beth Anderson, Library Manager. Constance Moore, Vice President; Jerry Balchis, Secretary; and Richard Rogers, Treasurer, were absent.

PRESIDENT’S REPORT

Report of Board President/Roberta Foerst

Plans are in the works for a board retreat in September 2018. Members were asked to provide to the president any dates in which they could not attend during the month of September.

STAFF REPORTS

Report of Chief Executive Officer/Martina Kominiarek

Board members received the 2017-2018 report that went to the Disbrow Trust representatives. Funds will be used at the Yardley-Makefield branch to create children’s spaces, such as the Little Career Corner, which will include a Vet’s Office, Diner, and Construction Site.

Report of Quakertown Library Manager/Beth Anderson

Highlights at the Quakertown Library over the past year were presented to the board. They included the Discovery Studio, ComiCon, and adult programming sponsored by the Women’s League.

Report of Access Services Manager/Patty Harris

An update on implementation of RFID was provided, with handouts to the board showing the self-serve usage percentages. Every branch is over 90% usage, which is a huge jump from usage of self-serve checkouts the previous year. Next, the board was provided with a look at the redesigned BCFL website. Some drop-down menus have been added, and these were demonstrated to the board.

A discussion was held on whether approval of agenda items can be made by board members not in attendance at a previous meeting. Since the board bylaws state that Robert’s Rules of Order will be followed, they were referenced for this information. They clearly state (p. 355, ll. 8-11) that you do not have to be in attendance at a meeting in order to vote on the minutes of that meeting. The article stated that: “A member’s absence from a meeting for which minutes are being approved does not prevent the member from participating in their correction or approval.” As a result, the minutes for the previous two months were voted on.

A MOTION to APPROVE the minutes of the Regular Meeting of April 17, 2018 was made by Draper, SECONDED by Johansson, and APPROVED unanimously.

For the May minutes, there was an error listing Dan Johansson as both present and absent (he was absent), and Constance Moore was listed as present but did not arrive until adjournment was being made. A motion was made to make those two corrections on the May minutes.

A MOTION to APPROVE the minutes of the Regular Meeting of May 16, 2018 with the above corrections was made by Jones, SECONDED by Draper, and APPROVED unanimously.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for May 2018 in the amount of \$438,437.49 was made by Draper, SECONDED by Jones, and APPROVED unanimously.

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

Board Committee Reports: No committees met.

Public Comment – No public in attendance.

Unfinished business – None

New Business – None

There being no further business, a MOTION to ADJOURN was made at by 7:07 p.m. by Draper, SECONDED by Jones and so MOVED.

APPROVED BY BOARD OF DIRECTORS
JULY 17, 2018