

BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF MARCH 19, 2019

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Doylestown District Library Center. The meeting was called to order at 6:00 p.m. Present were: Jerry Balchis, President; Roberta Foerst, Vice President; Richard Rogers, Secretary; Larry Jones, Treasurer; Bill Draper and Constance Moore, 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, Michelle Wexler, Development Director, and Jessica Gruber, Special Projects Administrator.

A MOTION to APPROVE the minutes of the Regular Meeting of January 15, 2019 was made by Foerst, SECONDED by Moore, and APPROVED unanimously.

STAFF REPORTS

Report of Chief Executive Officer/Martina Kominiarek

A meeting room at the Quakertown branch was being rented to hold a drag queen story time. A statement on the library's position, which basically supports the first amendment, was shared with the board and Bucks County Commissioner Loughery.

Report of Development Director/Michelle Wexler

A March 2019 Fundraising Report was distributed and reviewed. Also, corporate and foundation giving brochures were shared with the board.

Report of Chief Financial Officer/John Doran

A review of the December 2018 financial statement was provided to the board.

MOTION to APPROVE the December 2018 financial statements (subject to audit) was made by Foerst, SECONDED by Moore, and APPROVED unanimously.

MOTION to APPROVE the check register for January 2019 in the amount of \$481,913.08 was made by Moore, SECONDED by Jones, and APPROVED unanimously.

MOTION to APPROVE the January 2019 financial statements (subject to audit) was made by Moore, SECONDED by Foerst, and APPROVED unanimously.

MOTION to APPROVE the check register for February 2019 in the amount of \$607,726.71 was made by Moore, SECONDED by Jones, and APPROVED unanimously.

MOTION to APPROVE the February 2019 financial statements (subject to audit) was made by Moore, SECONDED by Jones, and APPROVED unanimously.

The Finance Committee met with the auditors, who reported that everything was in order and that there are good internal controls.

MOTION to APPROVE the 2018 audited financial statements was made by Moore, SECONDED by Jones, and APPROVED unanimously.

The company that administers BCFL's FSA program has asked for a resolution by the board to continue the program.

MOTION to APPROVE Bucks County Free Library's continued involvement in the Flexible Spending Account was made by Rogers, SECONDED by Jones, and APPROVED unanimously.

Board Committee Reports

The Finance Committee met on March 14, 2019. One of the items discussed was the Lehigh Valley Community Foundation. Joining the foundation with an investment of \$30,000 would help to get BCFL's name out there in elite groups from that area. The organization's financial returns and history indicated that it would be a worthwhile venture.

MOTION to APPROVE Bucks County Free Library joining the Lehigh Valley Community Foundation in the amount of \$30,000 was made by Jones, SECONDED by Foerst, and APPROVED unanimously.

Correspondence – Submitted in writing

Public Comment – No public commented.

Unfinished business – Strategic Plan: At the January meeting the board was provided with an overview of the updated strategic plan to review.

MOTION to APPROVE the 2019 – 2021 Strategic Plan was made by Moore, SECONDED by Rogers, and APPROVED unanimously.

New Business – None

The board went into Executive Session at 6:48 p.m.

MOTION to end Executive Session at 7:12 p.m. was made by Moore, SECONDED Draper, and APPROVED unanimously.

There being no further business, a MOTION to ADJOURN was made at 7:12 p.m. by Rogers, SECONDED by Jones, and so MOVED.

APPROVED BY BOARD OF DIRECTORS
APRIL 16, 2019