

BUCKS COUNTY FREE LIBRARY

MINUTES OF THE REGULAR MEETING OF SEPTEMBER 17, 2019

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: Jerry Balchis, President; Roberta Foerst, Vice President; Richard Rogers, Secretary; Larry Jones, Treasurer; Joe Flood, Board Trustee; Martina Kominiarek, Chief Executive Officer; John Doran, Chief Financial Officer; Joe Thompson, Chief Operating Officer, and Pamela Riley, HR Administrator. Also in attendance were Patricia Hartman, Library Manager, and Bonnie White, Assistant Library Manager. Bill Draper and Constance Moore, Board Trustees, were absent.

A MOTION to APPROVE the minutes of the Regular Meeting of July 16, 2019 was made by Flood, SECONDED by Jones, and APPROVED unanimously.

STAFF REPORTS

Report of Chief Executive Officer/Martina Kominiarek

BCFL's Staff Day is slated for Monday, October 14, and all board members are invited to attend along with volunteers and Friends' members.

Some changes may be coming to the library code regarding board members and training that will include training opportunities for board members to receive CEUs.

Information was provided to the board on upcoming changes from one of BCFL's ebook vendors. The vendor will only allow one copy of an ebook to be purchased during the first eight weeks of the release date, plus the cost will rise considerably. An eblast will be sent to library users explaining what's going on, as a large number of checkouts comes from electronic resources.

Report of Library Manager/Patricia Hartman

Highlights at the Yardley-Makefield branch were provided to the board. The Career Corner, which is a miniature play area featuring a diner, construction site, and an animal hospital. remains very popular and provides an opportunity for children to develop early learning and literacy skills through role playing various careers. The Yardley Library's Friends Vice President, Janice Ashmont, and Treasurer, Annette Prior, were introduced, and it was noted that the Friends supported the Summer Quest Program with a \$15,000 donation. Summer programs at the library included a helicopter that children could climb on, a petting zoo, and "Yardstock" in honor of the anniversary of Woodstock. All programs were in large attendance of with 400 to 800 people.

Report of Chief Operating Officer/Joe Thompson

Updates were provided on three projects scheduled to begin shortly.

1. The Doylestown Library elevator is slated to begin mid-October. It will take about three weeks to complete.
2. The Doylestown Library metal roof is also slated to begin in October and will require the library to close during the day for about a two-week period.
3. A handout at the meeting outlined the Bensalem branch doorway project. Premier Builders, Inc. was recommended for the job. They have done several BCFL projects in the past, and they will be fixing the doorway by replacing the metal plate and masonry. Also, the old transformer box on top of the building will be removed.

A MOTION to APPROVE the Premier Builders, Inc. bid of \$44,450 for replacement of the Bensalem branch doorway structure was made by Foerst, SECONDED by Flood, and APPROVED unanimously.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for July 2019 in the amount of \$402,048.55 was made by Jones, SECONDED by Rogers, and APPROVED unanimously.

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

MOTION to APPROVE the check register for August 2019 in the amount of \$361,106.16 was made by Jones, SECONDED by Foerst, and APPROVED unanimously.

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

Board Committee Reports: None

Unfinished business – An update on the outreach vehicle was provided to the board. It is expected to be done by the fall, and once received, plans are for a seven-branch tour.

New Business – None

Public Comment – No public commented.

There being no further business, a MOTION to ADJOURN was made at 6:42 p.m. by Flood, SECONDED by Rogers, and so MOVED.

APPROVED BY BOARD OF DIRECTORS
OCTOBER 15, 2019