

## BARRETT PARADISE FRIENDLY LIBRARY BOARD OF TRUSTEES

### MINUTES OF MEETING HELD OCTOBER 20, 2014

Present: Carol Hillestad, Cindy DeLuca, Eileen Durkin, Maureen Siglin, Joyce Upright, and Wendy Price

Excused: Jane Niering, Sonia Naus, and John Seese.

Guest: Ted Satterthwaite sat in on our meeting as a potential board member.

**APPROVAL OF MINUTES:** A motion to approve the September minutes was made by Eileen Durkin, second by Maureen Siglin.

**TREASURER'S REPORT:** The expense of the Millennium system was discussed as it was more than double what we had budgeted for. Cindy explained that Millennium upgraded to the Sierra system and we were not aware that this change was going to happen. Many of the libraries in our district would like to be on the same system and then we could qualify for county aide to pay for it. A motion to file the Treasurer's Report for audit was made by Joyce Upright.

**LIBRARY DIRECTOR'S REPORT:** Cindy had lunch with friends of Mrs. Callie's and John James. Mrs. Callie was a former board member who recently passed away and her friends wanted to pay tribute to her. They gave a donation of \$200.00 and John painted a beautiful picture to donate to the library in her memory.

Cindy is working on getting additional volunteers because some of our regular volunteers will be going away for the winter.

Cindy attended the PaLA conference in Lancaster and mentioned that the guest speaker was very motivational in discussing how by using language we can better spread the word about the library and its mission. For example, referring to the circulation desk as the customer service area.

She is also going to speak to the circulation programming people because she would like to make some changes to it in order for it to be more suitable for our needs. She notes that the system works, but it needs a couple of changes to be more workable for us. These "tweaks" would help make us more compatible with other libraries.

**BUILDING REPORT:** Cindy discussed an issue we have been having with our water system. Because we are a public building that has a private water system, the water must be tested often and due to some poor water quality reports, the DEP was contacted. It was discovered that the threading on the water holding tank was not up to code to take proper readings. Therefore we need a new connection in order to provide a clean sample. Karl Forssell was contacted and will be ordering the necessary parts. The DEP said that a letter should be written to the water testing company to tell them that where they took the samples from was not a good place to do so and also a letter to the DEP asking them to take this off our record.

**FUNDRAISING:** The Friends Letter has raised \$15,165.00 thus far. The used book sale generated \$525.00. \$30,000.00 was received from the Hommer foundation in early October.

To date, only eleven people have signed up for the event "Food for Your Holiday Table" and the board therefore felt it should be canceled. A motion to cancel was made by Eileen, second by Maureen. All were in favor.

The Christmas Gathering will be held on Sunday December 14<sup>th</sup> from 2-4. Nancy Lewis has offered to co-chair this event with Cindy.

Cindy and Carol met with staff of Skytop to begin planning the 2015 Booklover's Ball. A possible change will be instead of a sit down dinner, it will have serving stations.

OLD BUSINESS: Eileen said that for the holiday season we will be taking a break with programs offered.

The Weiler Room political policy was discussed as to whether or not a fee should be charged for use of the room. A motion was made by Eileen Durkin that political candidates and incumbents can use the room; but not for fundraising; free of charge. There was a second by Joyce Upright; all were in favor.

Also discussed in the past has been the idea of changing the time of our board meetings to 5:30 p.m. Everyone was in agreement to making this change and we will start implementing it with next months meeting.

NEW BUSINESS: A draft of the 2015 budget was presented by Maureen with extensive discussion of many of the line items. Board members will take it home to review and further discussion and passing of said budget will take place at next month's meeting.

The slate of officers for 2015 was also presented: Carol Hillestad, President; Eileen Durkin, Vice President; Wendy Price, Secretary; Maureen Siglin, Treasurer. A discussion followed on the need to attract new trustees.

Joyce moved adjournment at 7:54.

NEXT MEETING: November 17, 5:30 p.m.

Grant requests 2014

Funder	Sent	\$	Purpose	Other	Y/N
Target	4/8	\$2,000	Children: Blocks, Legos, Art supplies	Program should start after 9/1. Promote gift	Y \$2,000
Commonwealth Libraries		\$2,000	Blocks	"Block Parties" being scheduled	Y \$2,000
Sanofi		\$6,025	Adult: ebooks, e-audiobooks, iPads, wireless computers, flat screen TV	\$1,000 e-audiobooks \$2,500 5 iPads \$1,000 tv \$1,500 ebooks	Y \$6025
D&FHughes	4/10	\$9,405	Children: Operating	reply by end of May	Y 6/2 \$10K
Hughes		\$6,000	children's computers	reply by end of May	Y 6/6 \$6800
McNeil	8/30	\$50,000	Operating	Hear by year-end	
Franklin			will invite Bernie Story to come see library	next grant round that applies to us is 2015	
Gladys Brooks	5/14	\$50,000	Resource Endowment		9/1/14 no word, assume no
Lowe's	5/29	\$5,369	concrete repair, lighting for rear steps	should meet with Lowe's manager sometime	9/1/14 No
Foxhowe		\$4,500	One County One Book	to pay for The Haunted Tollbooth books	Y