
Board of Trustees**Meeting Minutes****October 13, 2016 Regular Meeting**

Attendance: President Eleanor Schneider, Vice President Jack Bernstein, Treasurer Judy Trichon, Secretary Miryam Roddy, Commissioner Ferdinand Gonzales, Rita Kenney, Jeff Rubin, Hilarie Weiss, and Mitchell Fink.

Others in attendance: Library Director Sharon Moreland-Sender, Assistant Director Pam Dull, Elizabeth Sellner, representing Bryn Athyn, Linda Yerkees representing Lower Moreland HS. Ann Gardiner representing Friends of Huntingdon Valley Library.

The meeting was called to order by President Schneider at 7:30 pm.

Miryam Roddy moved to accept the September 2016 Board Meeting Minutes with a correction of date for the Budget presentation to Township as September 28. Ferdinand Gonzales seconded. The motion passed.

Treasurers Report

Mrs. Trichon sent the financial reports via email and shared that information about the Pennsylvania Library Code was sent to the Township for their information.

The Request for Proposal for the annual audit was sent to four companies and received two responses, which were reviewed by the Finance Committee.

Judy Trichon moved to accept the proposal from Maille LLP for 2017 audit and tax preparation services, Jack Bernstein seconded. The motion passed.

Mrs. Moreland-Sender noted that the 3rd quarter Friends reimbursement request was delivered and reviewed the September 28 budget presentation to the Township Board of Commissioners. The final budget will be available in early 2017 after we receive final Health Insurance costs.

Mrs. Trichon noted that the library had met all of the objectives in the 2016 budget. We have taken over booking and maintenance of the Community Room and added Sunday hours. Mrs. Moreland-Sender explained the Pennsylvania Library Code requirements to the Commissioners and shared anonymous information about personnel costs.

Mrs. Trichon shared the Township's request this year for fund balance information.

Public Comment

None

Old Business

Mrs. Moreland-Sender distributed the Code of Conduct and Unattended Child Policy to the Board for review and discussion. Mrs. Schneider asked Mrs. Moreland-Sender to send the policies to Longley Insurance for review. She also suggested that the library

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card application be expanded to include an acknowledgement and agreement to all library policies.

Several changes were suggested for the Unattended Child policy.

1. Mrs. Weiss requested that we replace the term “emotional” with “developmental” to #3.
2. Mr. Bernstein requested that we change the enforcement sentence to the following: “In cases of inappropriate behavior a verbal warning may be given by a member of the staff.”

Mr. Bernstein made a motion to accept the Customer Code of Conduct and Unattended Children Policy as amended conditional on the acceptance and suggestions of our Insurance Agent. Miryam Roddy seconded. The motion passed.

Mrs. Moreland-Sender reported that PECO denied our claim for the July electrical storm power surge that damaged the fire alarm system. Utica Insurance and Mrs. Moreland-Sender are investigating to determine if the fire alarm was installed when the building was renovated or if it was an improvement that the library added. We will get a determination letter from Utica. She shared the Reservation of Rights letter that states our policy may not cover the claim if the fire alarm system is determined to be part of the structure.

New Business

Mrs. Moreland-Sender presented two versions of the Annual Appeal to be distributed in November. One version is for township residents and one is for non-township residents. Samples were included with the Board packet. The Appeal will be distributed by mail to past donors, at library events, and at the circulation desk to library borrowers.

Mrs. Moreland-Sender provided her written report LBM 64. Highlights included the Senior Expo, Movie Night, Back to School events, and the application for State Aid.

Marketing, Fundraising and Programming Committee Report

Mrs. Kenney reported that the Dewey Dance had to be canceled due to lack of interest. The Fundraising committee will meet in November to revisit fundraising event ideas. Mrs. Schneider thanked the committee for trying to do something different.

Commissioners Report

No Report

Friends Report

Mrs. Gardiner reported that the Mike McGrath event needed stronger ticket sales. There will be a raffle for a wall hanging, a book cart sale, and a vendor at the event. The Friends will hold a bake sale on Election Day at Pine Road School.

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Basket of Books raffle tickets will be on sale soon. Look for the Basket to be on display at the library.

An off-site ceramics fundraiser event will be December 8 and that evening, at a library event, they will pull the Basket of Books winners. The next book sale is March 21-25, 2017, the next Friends Tea is March 30, 2017, and May 3, 2017 will be the next NYC Bus trip. The Board proposed the idea of having a Saturday NYC bus trip.

High School Liaisons Report

No Report

School District

Mrs. Yerkees reported that our two teen liaisons were practicing for Wind Ensemble. Clayton Howard, one of the teen liaisons, was one of 4 National Merit Scholarship semifinalists. Congratulations Clayton. The high school is having a Chrome book trial with students. Currently there are four carts of Chrome books and nine classrooms have them.

Bryn Athyn

Mrs. Sellner requested information on who to contact to bring the book mobile to the retirement home in Bryn Athyn.

8:51 pm Jack Bernstein moved to adjourn the meeting. Miryam Roddy seconded. The meeting was adjourned.