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**Board of Trustees****Meeting Minutes****February 21, 2017 Regular Meeting**

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

**Others in attendance:** Library Director Sharon Moreland-Sender, Assistant Director Pam Dull.

The meeting was called to order by Vice-President Bernstein at 7:15 pm, after concluding the Annual Meeting.

**Ferdinand Gonzales moved to accept the January 2017 Board Meeting Minutes with spelling corrections for Miryam and Mitchell. Mitchell Fink seconded. The motion passed.**

**Treasurers Report**

Mrs. Trichon noted that the occupancy expenses have been a little higher. It has been 12 degrees colder this winter than last. Mrs. Moreland-Sender also informed the Board that the January bill was based on actual meter readings, rather than estimates. Mrs. Moreland-Sender attached the Township budget for informational purposes, noting the new \$10,000 Capital Reserve fund for library repairs. The Library Audit is scheduled for March 8. State Aid came as a check, not Direct Deposit, due to our change in banks.

**Public Comment**

None

**Old Business**

The Service Policy was reviewed by Chris Hoffman, Lower Moreland Township Manager. Based on his feedback, wording was changed to read “any permanent resident of or individual who pays property taxes in Lower Moreland Township is eligible to register for a free borrower’s card”. Hilarie Weiss asked for clarification about Associations and juvenile card holders. Mrs. Moreland-Sender asked if we could Associate Cards with verbal consent. Mr. Bernstein responded that it would be better to have it in writing.

**Hilarie Weiss moved that the Service Policy be Accepted with two corrections. 1. Add “or property owner” to the Registration section and 2. Strike the clause “or verbally for existing accounts” from Library Card Associations. Mitchell Fink seconded. The motion passed.**

**New Business**

Mrs. Moreland-Sender distributed the Conflict of Interest Policy for the Board to sign.

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## Board of Trustees

Mrs. Moreland-Sender received three bids for carpet cleaning in the library. To her knowledge, the carpets have never been professionally cleaned. Cahill's provided the lowest bid and they are a Lower Moreland Township business. Mrs. Moreland-Sender requested that the Library close on March 10 and that the Rogus Fund be used to pay for the carpet cleaning.

**Miryam Roddy moved that the library close on March 10 for carpet cleaning and that the Rogus Fund be used for this expense. Hilarie Weiss seconded. The motion passed.**

Mrs. Moreland-Sender received a competitive quote for worker's compensation insurance from Paychex, our payroll company. The savings are estimated to be \$1,600 per year.

**Miryam Roddy made a motion to approve the quote from Paychex for Worker's Compensation insurance through The Hartford at a cost not to exceed \$2,100. Ferdinand Gonzales seconded. The motion passed.**

Mrs. Moreland-Sender shared a draft of Committee Appointments and Board Member terms for review and discussion. Mrs. Weiss asked about progress made towards the Ad Hoc Advisory Committee in the Strategic Plan. Mrs. Moreland-Sender shared that neither individual contacted as possible chairs responded. No more progress had been made. The Strategic Planning Committee was changed from an Ad Hoc to Standing Committee. Several changes were made in the Committee Appointments.

**Nominating Committee:** Jeff Rubin, Hilarie Weiss and Mitchell Fink.

**Strategic Planning Committee:** Miryam Roddy, Rita Kenney, Jeff Rubin, Hilarie Weiss and Judy Trichon. Committee to meet at least once per year.

**Marketing and Fundraising Committee:** Rita Kenney, Judy Trichon, and Miryam Roddy.

**Personnel:** Miryam Roddy, Jack Bernstein, and Hilarie Weiss

**Bylaws:** As Needed

**Building Services and Contracts:** Jack Bernstein, Ferdinand Gonzales, and Mitchell Fink.

**Finance:** Jack Bernstein, Judy Trichon, Jeff Rubin, Rita Kenney, and Mitchell Fink.

**Ad Hoc Committee for Collection Development** (established April 2-16) Judy Trichon and Jack Bernstein.

## Director's Report

Mrs. Moreland-Sender thanked the Library Board Members and Township Commissioners who attended the Business Breakfast on February 10.

MCLINC has scheduled a software upgrade on March 7 and 8.

Mrs. Flores, our Youth Services Librarian, will be leaving the library this spring. Her job has been posted.

**Board of Trustees****Marketing, Fundraising and Programming Committee Report**

Mrs. Roddy has been in touch with Harry Elfont who is a director/producer of a MTV show. Victor Brooks, an author, has a new book coming out this spring, *The Longest Year*. He is a professor at Villanova University. Both may be a possibility for speaking engagements.

**Commissioners Report**

No Report

**Friends Report**

No Report

**High School Liaisons Report**

No Report

**School District**

No Report

**Bryn Athyn**

No Report

**8:20 pm Hilarie Weiss moved to adjourn the meeting. Miryam Roddy seconded. The regular meeting was adjourned.**