



MONROE
PUBLIC
LIBRARY

A Place to Gather & Grow

Board of Trustees Meeting

February 19th, 2014

Members :

	PRESENT	ABSENT
Dan Bartholf	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nicole Cummings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Daniel Harrigan	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Terry Hyland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Susan Jevens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gary Neuenschwander	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leslie Nider	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tom Porter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cathy Timm	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Staff:

Brooke Bauman	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suzann Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Call to Order:

President Neuenschwander called the February 19th meeting to order at 7:04 pm with a quorum present.

Approval of Agenda:

Trustee Bartholf made a motion to approve the agenda as presented. Trustee Jevens seconded the motion. Motion carried unanimously.

Public Comment:

None.

Board Correspondence:

None.

Approval of Minutes:

Trustee Hyland made a motion to approve the minutes as presented. Trustee Cummings seconded the motion. The motion carried unanimously.

Director's Report:

The Director's Report, including the Youth Services and Teen updates, was reviewed and discussion was held.

Friends Group Report:

The murder mystery event will be held on February 28th. The Friends will fund the prizes and refreshments. There was also discussion regarding purchasing promotion items with the Library's logo on them.

Financial Review:

The financial reports were reviewed with the following balances:

The LGIP account balance was reported at \$ 222,335.78.

The MPL Gift & Special Fund account balance was reported at \$ 21,523.19.

The SCLS Foundation report balance was reported at \$ 572.94

The list of invoices was distributed.

Trustee Bartholf made a motion to approve the invoices as presented. Trustee Hyland seconded the motion. The motion carried unanimously.

Meet the Team: Rachael Rupp and Cindy Palombi

Introductions of staff members Rachael Rupp, Library Specialist, and Cindy Palombi, Library Assistant were made. They each spoke about how long they have been at the Library, what they do, and what direction they see the library going.

Unfinished Business: Interior Makeover Project Status Update

Suzann reported that except for the rocking chair, all of the furniture has arrived. There are new chairs on the second floor, a puzzle table, local history table, and new shelving. Bigger tabletops for the catalog computers have also been ordered. The wall art of the Library's mission statement arrived with the incorrect font. It is being redone. Currently the project is \$100 over budget.

Unfinished Business: Creation of Positions Update

At this time, there has been no word from MASS. An email will be sent by President Neuenschwander tomorrow regarding the matter and to see where MASS stands on the Marketing Coordinator/Project Manager job description and rate of pay for the position.

New Business: Approval of State Annual Report

The annual report, which was distributed in the board packet, was reviewed. Trustee Porter made a motion to approve the state annual report. Trustee Jevens seconded the motion. Motion carried unanimously.

New Business: Briefing on 1000 Books Before Kindergarten

Youth Services Coordinator Holly Storck-Post briefed the Board on *Grow a Reader*, the Library's "1000 Books Before Kindergarten" program. A federal grant was received to support the project. Parents are encouraged to sign up their children, receive a branded tote bag, and utilize a reading log in an effort to promote early childhood literacy. Holly is doing extensive outreach for the program with other organizations. Her goal is to get 500 participants in the first five years of the program.

Business from Trustees:

Trustee Bartholf noted that Suzann will be presenting to the School Board at its next meeting. Next Board meeting will be on Wednesday, March 18th.

Adjournment:

Trustee Bartholf made a motion to adjourn at 7:44 pm. Trustee Cummings seconded the motion. Motion carried unanimously.