

Mars Area Public library
Board of Directors Meeting
Minutes: January 29, 2018

The meeting was called to order at 3:00 by Ellen Flemma, President.

Board Members present were Ellen Flemma, Lanice Schmitt, Marcy Bogdanich, Linda Lees, Joanne Tisdale, Nancy Hudac, Daniel Bogdanich and MAPL Director Caitlyn Boland.

Public Comments: none

Guests: Marilyn Watson, Mike Flemming and one other.

Minutes for November 20, 2017 corrected and approved on line prior to the January 29, 2018 meeting.

Treasurers Report approved on line prior to the January 29, 2018 meeting.

Library Directors Report: Caitlyn Boland

Annual Fund Drive

308 contributions to date totaling \$23,752.28. Signed in for Little Green Light to manage donor and mailings more efficiently.

Library Closures: Monday February 19 for Presidents' Day.

Upcoming Events:

Pittsburgh Ballet Theater program Saturday, February 10th.

AARP begins using our space for tax services, Tuesday, February 6th.

Story Time, Book Clubs, crafts programs are continuing to be well attended.

Book Sale, March 22-24th, 10-3pm

Better World Books – we have signed up for this service to sell book donations online. Friends will manage it while I'll be taking care of the box ordering/shipping details. We will receive 20% of all books sold on line through this service with no cost to us involved.

Friends purchased 2 new chairs for the circulation desk, a vacuum cleaner and Mars Library drawstring bags for students from the Mars Primary Center, visiting the library during Read Across America Week in March.

Audit Review is in process by David Brenner, CPA. Should be completed early in February.

State Aid is due to be released on January 31, 2018. BCFLS will distribute the funds, hopefully by February 19th.

State Aid 2018 = \$25,994.86

BCFLS Aid = \$9,285.47

Annual Report due to the District by the end of March and to the State by April.

Naloxone (Narcan) – Butler County Sheriff's Office has sent letters to all librarians asking for staff members volunteer to become Naloxone first responders.

Break In Update. The two boys who broke into the library this past summer will attend a hearing at the Butler Courthouse on February 16, 2018 at 1:30pm. We will be notified of the results of the hearing.

Signed up for a printing service through Amcom. Costs are comparable to what we were spending on ink. Allows us to offer color printing, easier faxing, scanning to email, USB, printing from USB's.

Elizabeth Hoy will be having ankle surgery on March 21. She will be unable to work from March 20 – April 20 at least.

Jen Ford and I will be attending the Public Library Association Conference March 22-24th in Philadelphia.

I was accepted into a new Director Orientation Program funded by the state and will attend March 7-9th.

Along with South Butler and Zelienople, Jen Ford and I applied for, and were awarded the One Book Every Young Child Author Visit – Cousin Mom by Zach Ohara. The event will be April 12 at 6pm. We will be working with schools, daycares to educate them on the One Book program and get as many families involved as possible.

With the retirement of Gretchen I would like to use her salary to offer Jen Ford 4 more hours per week to use for preschool/daycare outreach visits.

Motion to Accept: Joanne Tisdale

Second: Nancy Hudac

As we make plans for year, I would like to factor in some maternity time.

Congratulations Caitlyn!

BCFLS report:

An official meeting could not be held in January due to “no-show” representatives. Attending members discussed possibly withholding funds in the future if board members aren't able to attend for their library. Discussed was the possibility of allowing substitute board members for 2 out of the 6 meetings per year. Patty Donaldson was

hired as a replacement for the retiring BCFLS assistant. Make up meeting scheduled for February 21, 7:00pm at the Butler Area Public Library.

Building and Maintenance:

Significant repairs are needed for the library roof. Seven feet from the edge of the roof in is all rotted and needs to be fixed before a new roof can be put on. Have 2 quotes and need one more. Joanne Tisdale will approach another builder for a roof repair quote.

Carpets and chairs were cleaned in December by Stanley Steamer.

Old Business:

Matthew Marshall will process the Party Wall Agreement signed between the MAPL and Mr. Swaney outlining the liabilities of each party.

New Business:

Mars Borough representative Mike Flemming was invited to the library board meeting to speak of a meeting he had with Adams Township Supervisor Ed Vogel to discuss the damaged part of the library roof at the shared party wall. Mike reported on that meeting stating that repair on the party wall area would cost around \$3,000.00 plus. Additional costs would be incurred for repair of the gutters and adding insulation to the repair area.

He also stated that a new roof could be put on the building for around \$30,000.00

Marilyn Watson asked how the fund drive monies would be spent. She was informed by the Treasurer and Library Director that those funds were used exclusively for general operational expenses and not for a new building.

On a motion by Linda Lees and seconded by Nancy Hudac, the MAPL Board meeting was adjourned at 4:10.

The next meeting will be held on February 20, 2018 at 5:30pm.

Respectfully Submitted by Marcy Bogdanich, Secretary