

## **Library Board Minutes**

October 9, 2017

Bethlehem Area Public Library

President Cathy Reuscher called the meeting to order at 7:00 p.m.

ATTENDING: City – Cathy Reuscher, Emil Signes, Sharon Yoshida,  
Julie Zumas  
Bethlehem Township – Janet Barry, Thomas Nolan  
Fountain Hill – Annamarie Jordan  
Hanover Township – Jack Nagle

Staff – Josh Berk, Erin Poore

Other – Terence Faul (King, Spry, Herman, Freund & Faul)

ABSENT: City – Jane Gill, Olga Negrón, Marie Sterlein

The September minutes were approved in a motion made by Annamarie Jordan, seconded by Sharon Yoshida, and passed unanimously.

Thomas Nolan, treasurer, inquired as to what the earliest date would be to access the financial reports. Director Berk answered that unless more billable hours from our accountants were requested, the current schedule of financial reporting would remain the same. Mr. Nolan also raised questions about various line items on said financial reports. He will send a detailed memo to Director Berk for a future discussion of said items. The August operating funds, subject to audit, were then approved in a motion made by Janet Barry, seconded by Annamarie Jordan, and passed unanimously.

### **DIRECTOR'S ORAL REPORT:**

1. In addition to the emailed report, Director Berk updated the Board on the new computer system. Some patrons were a bit upset with the temporary inconvenience, but the end result will be worth the mini upheaval.
2. The library's new, impressive website is up and running.
3. The August solar eclipse event at the library was quite a happening. A large crowd turned out, mounted police and all, to view the awesome event.

### **REPORTS:**

1. City – none
2. Bethlehem Township – none
3. Fountain Hill – none

4. Hanover Township – none
5. Friends of the Bethlehem Area Public Library – Sharon Yoshida mentioned the upcoming membership event at the Moravian Archives on October 18, tour and lunch included.

#### **COMMITTEE REPORTS:**

1. Evaluation: Janet Barry, Annamarie Jordan, Emil Signes  
Janet Barry reported Director Berk's evaluations are being collected and will be completed soon.

#### **OLD BUSINESS:**

1. Sharon Yoshida asked if the library would be represented in Bethlehem's Halloween Parade. Some discussion and suggestions followed.

#### **NEW BUSINESS:**

1. Thomas Nolan inquired as to when the full 2018 Budget would be available. Director Berk answered the end of the following week.
2. Thomas Nolan reported that some change needs to be made to various accounts. The Merchants Bank credit card account will need the addition of the Board President and Treasurer's names on the account. A motion was made by Sharon Yoshida and seconded by Emil Signes to secure online access to the BB&T account. After some discussion on the particulars of this access, the Board would like to know if it could be restricted to viewing only.
3. President Cathy Reuscher announced she and her family will be moving out of town in the near future. The last meeting she will attend will be on November 13. The Board wished her well on this new adventure.
4. Janet Barry commented on Liza Holzinger's retirement and suggested the Board plan a celebration for Liza at Blue or Social Still. Everyone agreed it was a very good idea.
5. Thomas Nolan opened a discussion on the progress of the Cohen Room Project. Mr. Nolan raised concerns over the cost of the project and where the funds would be obtained. Director Berk assured the Board the Cohen Room would be funded by private donations only. Mr. Nolan requested a breakdown of costs be available to the Board.

The Board retired to Executive Session at 7:45 p.m.

Respectfully submitted,

Annamarie Jordan, Secretary