



The Board of Trustees of the Bridgeville Public Library held their monthly meeting on Tuesday, May 21, 2013 at 7:30pm in the Library Community Room, 505 McMillen St., Bridgeville, Pennsylvania.

Members In Attendance: Rebecca Wisbon, William O'Connor, Michael Aquilina, John Oyler, Patte Kelley
Excused: Pauline Bognartz, Cindy Ghelarducci
Others In Attendance: Joyce Heinrich, Donna Taylor
Guests: Dennis Hutchison, Rich Deneen, Kim Losego

Call to Order

The meeting was called to order by Rebecca Wisbon at 7:25pm Eastern Standard Time, with Michael Aquilina recording the minutes. A quorum was present.

Guests

Kim Losego (Advisory Board, Arts Committee) – Hewlett Anderson concert this Saturday was a success. Investigating possibility of a holiday concert at the BPL. Looking into the possibility of building an outside stage at the BPL.

Rich Deneen – Responded to newsletter from the BPL. Noted that library culture has changed. More noise, activities. Believes the library should be better equipped for quiet study. The board will investigate the possibility of instituting set quiet hours at the library.

Approval of Minutes

William O'Connor made a motion to approve the minutes of the prior board meeting as written, with a correction to a typo. The motion was seconded by John Oyler and carried.

Director's Report

The Director's Report was reviewed as circulated.

Michael Aquilina made a motion that the board write a letter to departing staff members Donna Hirt and Ed Wolf commending them on their stellar performance while employed by the BPL. The motion was seconded by William O'Connor and carried.

Treasurer's Report

The financial reports were reviewed as circulated.

The library's annual audit has been completed. The findings were circulated to the board member, as well as our proposed response.

William O'Connor made a motion to accept the audit report of December 31, 2012. The motion was seconded by Michael Aquilina and carried.

William O'Connor made a motion to respond to the audit management letter as outlined, and in point #5, add that we will be applying for our state tax exemption. The motion was seconded by Patte Kelley and carried.

John Oyler requested that Mr. O'Connor provide a side-by-side comparison of the budget with the profit and loss statement. Mr. O'Connor will circulate this report at the next meeting.

William O'Connor made a motion to accept the April financial statements as presented. The motion was seconded by John Oyler and carried.

Dennis Hutchison of Hutchison & Co. presented an overview of the library's long-term financial situation, particularly noting the need to address the library's current negative cashflow through increased operating income or fundraising.

John Oyler made a motion to formally thank Mr. Hutchison and Ms. Ruday for the excellent work they do for the BPL. The motion was seconded by Michael Aquilina and carried.

President's Report

The President's report was reviewed as circulated.

Michael Aquilina made a motion to accept the President's report. The motion was seconded by William O'Connor and carried.

Governance (Bylaws, Board Development)

No report.

Development (Fundraising)

Joyce Heinrich gave the development report in person as she was unable to circulate her report due to computer issues.

William O'Connor made a motion to accept the Development report. The motion was seconded by Michael Aquilina and carried.

Building and Grounds

No report.

Friends of the Library

The Friends of the Library report was reviewed as circulated.

William O'Connor made a motion to accept the Friends of the Library report. The motion was seconded by Michael Aquilina and carried.

Bridgeville Borough Council

The Bridgeville Borough Council report was reviewed as circulated.

William O'Connor made a motion to accept the Borough Council report. The motion was seconded by John Oyler and carried.

Communications

The Communications report was reviewed as circulated.

William O'Connor made a motion to approve the Communications Committee report as circulated. The motion was seconded by Patte Kelley and carried.

Old Business

No old business.

New Business

June 15 is Bridgeville Community Day, the library will have a presence there. Donna Taylor will circulate more information to the board.

Adjournment

Rebecca Wisbon moved to adjourn the meeting to executive session to discuss a personnel matter. The motion was seconded by William O'Connor and carried. The meeting was adjourned at 9:22 pm.