

**FAPL Board of Trustees Minutes**  
**January 17, 2017**

Meeting called to order at 6:35 p.m. Present were Lois Geist, Dan Stafford, Bill Thomas, Mackenzie Weaver, Laura Walizer, Lee Turner Merkel, Akiko Strum, Marsha Anderson, Library Director Carin Milesosky, and Business Manager Daniel Hoch

**Guests:** There were no guests present

**Minutes** Lee Merkel moved and Bill Thomas seconded the motion to approve the November 15, 2016 minutes. Motion carried.

**Correspondence:** There was no correspondence to be read

**Treasurer's Report:** Daniel Hoch presented the financial statements for the months of November and December and comparative P&L statements and Balance sheets for 2015/2016. Dan Stafford moved and Akiko Strum seconded the motion to accept the financial reports as submitted. Motion carried.

The library received notification that Attorney David Crossett is no longer affiliated with the firm of Smith Law Group. Discussion was held to decide if the library would retain the services of Smith Law Group, have our records transferred to Attorney Crossett, or retain a different law firm to represent the library. A motion was made by Lee Merkel with a second by Bill Thomas to stay with the Smith Law Group for any legal matters that need to be addressed. Motion carried.

The library has been notified that a 1099 form is required to be sent to vendors who are not incorporated and paid more than \$600.00 during the year. A motion was made by Dan Stafford and seconded by Akiko Strum to have the financial firm of Long and Barrell issue the 1099 forms to the vendors. Motion carried.

Discussion was held regarding the investments in the Vanguard Funds. As the library's goal is to maintain the security of the principal in the fund, it was decided to move the funds in another type of investment within Vanguard. A motion was made by Dan Stafford with a second by Mackenzie Weaver to move 100% of the balance of the Index Fund to a money market account, which is to be determined, and to leave the Life Strategy Growth Fund in place as is. Motion carried.

**Library Director's Report:** Carin Milesosky reported on events to be held in the library during January and February. The library will try to hold a monthly program at the Keystone Villa. In January she presented "Meet the Librarian" and signed residents up for library cards. Carin will take books to the Villa once a month for the residents to check out.

Carin requested the Board's approval to add a Wednesday shift of 8:30 to 12:30 to Ashley's regular schedule. A motion was made by Bill Thomas with a second by Lee Merkel to approve the additional hours. Motion carried.

**BCPLS Report:** Lois Geist attended the BCPLS meeting in November. Business discussed included the change to only four meetings a year, cancellation of some programs, and elimination of some positions. The Bookasaurus program is one of the ones being terminated. The next meeting is being held January 18th.

**President's Report:** Lois Geist informed the Board that the last staff increase was January of 2015. After some discussion, an increase was approved upon a motion by Dan Stafford with a second by Laura Walizer to issue a 3% increase to the staff based on their 2016 earnings and the first pay period of 2017 as a bonus in their next paycheck. The 3% increase will continue forward in 2017. Motion carried.

**Old Business:** The Mini-Golf event is being rescheduled from March 3rd, 4th, and 5th to the following weekend of March 10th, 11th, and 12th due to the Pasta and Presto fundraiser at the Fleetwood High School on March 4th.

**New Business:** Fleetwood Borough Council has requested the Library Board's attendance at their workshop meeting on January 23rd to discuss the renovation of the shop area into a new library space. Lois Geist asked any available board members to attend the meeting.

Meeting adjourned at 8:15 p.m. upon a motion by Mackenzie Weaver and a second by Dan Stafford.

Respectfully submitted, Marsha Anderson