

**MINUTES OF THE MARCH BI-MONTHLY MEETING  
OF THE BOARD OF TRUSTEES FOR  
THE BETHEL PARK PUBLIC LIBRARY  
March 5, 2020**

The March bi-monthly meeting of the Board of Trustees for the Bethel Park Public Library was held on March 5, 2020. Andy Amrhein called the meeting to order at 4:58 PM.

The following were in attendance:

Andy Amrhein, President	Dave Mueller, Treasurer
Barbara Harrold, Secretary	Mary Alice Moore
Joe Consolmagno, Municipal Representative	Christine McIntosh, Director

**APPROVAL OF MINUTES:**

Mr. Amrhein moved to have the Annual meeting and January meeting minutes approved. Mr. Mueller seconded the motion. Minutes approved unanimously.

**PRESIDENT'S REPORT:**

Mr. Amrhein introduced Joe Consolmagno as the new municipal representative to the Library Board.

**TREASURER'S REPORT:**

Mr. Mueller reported on the Library's finances. Ms. McIntosh clarified items on the Profit-Loss report from 2019: Administrative- Office supplies was over budget due to purchase of new chairs for the Reference section.

Ms. McIntosh reported that the new shared accounting services with ACLA has been going well, but it would simplify the process if the Bethel Park Library had an account at Dollar Bank in addition to the primary account at Brentwood Bank.

Mr. Amrhein moved to dissolve the ICS account at Brentwood Bank and move \$100,000 to a new Dollar Bank account; the remaining ICS account balance at Brentwood Bank will move to the primary Brentwood Bank account. Ms. Harrold seconded the motion. The motion passed unanimously.

**DIRECTOR'S REPORT:**

Ms. McIntosh reported on Library news and events. On March 11, she will lead a group of Bethel Park librarians in teaching an informational "day in the life" type class at the Osher Lifelong Learning Institute at Carnegie-Mellon University. Automatic renewal of items has been implemented countywide, with a max of 6 renewals, or until a hold is placed for that item.

Ms. McIntosh presented and discussed the Statistic Retrospective of Library usage, traffic, circulation and program attendance. Decreased physical circulation and increased electronic circulation follow national trends. Adult program attendance is an area which the staff will work to improve in the coming year.

#### FINANCE/NOMINATING & CONTINUING ED COMMITTEES

The annual audit with Maher Duessel is scheduled for March 26-27, 2020.

#### FUNDRAISING COMMITTEE:

Mr. Amrhein reported on the upcoming fundraisers. The Yinzer Happy Hour Fundraiser is set for Friday, April 24, 2020 from 6-8pm in the Library. Designer Bag Bingo, run in conjunction with BPTV is scheduled for Sunday, May 3, 2020. Proceeds support a scholarship for BPTV volunteers. The Fantastic Four golf outing is being planned for Monday, September 21, 2020.

#### STRATEGIC PLANNING COMMITTEE:

No report

#### MUNICIPALITY REPORT:

The Library Board seat appointed by the municipality is still open. Daytime parking continues to be a problem. Mr. Consolmagno agreed to look into a solution to the parking and expedite the appointment of a Board member.

#### OLD BUSINESS:

The patron that had been banned (for harrassment of staff) from the Library and the entire Municipal Building in the summer of 2019 has asked to be permitted to attend a meeting on the premises. Ms. McIntosh consulted with the Bethel Park police who agreed that the patron should be denied permission.

#### NEW BUSINESS:

No new Business

#### ANNOUNCEMENTS:

Ms. McIntosh reported the Library's webpage has posted information on the Coronavirus, including many resources and links.

#### MOTION TO ADJOURN:

Mr. Amrhein moved to adjourn the meeting; Ms. Moore seconded the motion. The meeting was adjourned at 5:47pm

The next meeting of the Board of Trustees will take place on May 7, 2020 at 5:00 p.m. at the Library.

Respectfully Submitted,

Barbara Harrold, Secretary