

**MINUTES OF THE SEPTEMBER 2017 BI-MONTHLY MEETING  
OF THE BOARD OF TRUSTEES FOR  
THE BETHEL PARK PUBLIC LIBRARY  
SEPTEMBER 7, 2017**

The September 2017 bi-monthly meeting of the Board of Trustees for the Bethel Park Public Library was held on September 7, 2017. Ms Smolak called the meeting to order at 7:00 PM. The following were in attendance:

Christy Smolak, Vice President  
Andy Amrhein, Treasurer  
Barbara Harrold, Trustee  
Dave Mueller, Trustee

Ken Moir, Trustee  
Jessica DiPrampero, Secretary  
Christine McIntosh, Director  
Marilyn Jenkins, ACLA Executive  
Director

**APPROVAL OF MINUTES:**

Ms Smolak called to have the July 2017 minutes approved. Mr. Amrhein motioned to accept; Ms Harrold seconded the motion. Minutes approved unanimously.

**PRESIDENT’S REPORT:**

No report was available.

**TREASURER’S REPORT:**

Ms McIntosh and Mr. Amrhein reported on the Library finances.

**DIRECTOR’S REPORT:**

Ms McIntosh reported on library news and events, including Bethel Park Library’s designation as a Bronze Star Library, the first in Allegheny County. A grant application was submitted with a response due in mid-September. The summer reading programs have been concluded and were successful. The state budget is still not complete.

With Ms Jenkins contributing, Ms McIntosh reported on RAD consulting activities, their mission of assessing the efficiency and effectiveness of libraries and developing leadership within the library system, and how to respond to challenges at the local and regional levels. A second study on centralizing and streamlining backroom resources, including website development and support, is also underway.

#### NOMINATING/CONTINUING EDUCATION COMMITTEE:

Ms Smolak presented a synopsis of a presentation regarding compensation scales and review policies. We should review the compensation guidelines on the same schedule as we develop an updated strategic plan. Ms McIntosh will develop a formalized policy with regard to compensation scales and review based on the examples in the packet.

An Advocacy 101 seminar is being offered to help develop board members develop an 'elevator speech' about why our library is important and relevant. A link to the sign-up was in the September 7 e-mail.

#### FINANCE COMMITTEE:

Ms Jenkins delivered a report and update on unemployment compensation avenues that are available to the library. Mr. Amrhein and Ms McIntosh delivered the financial reports.

#### FUNDRAISING COMMITTEE:

Ms McIntosh reported on upcoming Fall fundraising events including November's adult Battle of the Books and a Spirit Messages night, both to be held in the Community Center in order to accommodate the anticipated number of participants. Love Your Library yard signs were offered to promote the county-wide Love Your Library push that features funds from the Buncher Foundation matched to individual donations.

There may be a seasonal Christmas raffle in November/December.

#### STRATEGIC PLANNING COMMITTEE:

Ms McIntosh reported that the strategic plan will be e-mailed out to board members and will be covered in the November board meeting.

#### MUNICIPALITY REPORT:

No municipal report was available.

#### OLD BUSINESS:

There was no old business.

#### NEW BUSINESS:

Bethel Park Public Library is partnering with the Bethel Park Educational Foundation and the Bethel Park Historical Society to sponsor a youth essay/artistic expression contest asking for answers to the question "What Makes Bethel Park Unique?" to be held in conjunction with the

fall production of The Heist. Entries will be judged by a committee and prizes presented during an evening production of the play.

Little Libraries will be installed at local businesses. Mr. Amrhein is presenting the idea to the Chamber of Commerce and Rotary Club in November to solicit participation. A book drive for children's books will also be held, and will provide books to be given away through the BP Pops Up pop-up library program.

A television program about the Bethel Park Library has completed filming and will be shown on local broadcast during Love Your Library Month in order to inform the public about the library's activities and to promote the prorated matching donations from the Buncher Foundation during November.

**ANNOUNCEMENTS:**

Elaine Volpe is receiving a mayoral commendation at the next municipal council meeting. Mayor Allen will also make a proclamation about Love Your Library month.

**MOTION TO ADJOURN:**

Mr. Moir moved to adjourn the meeting; Mr. Mueller seconded the motion. The meeting was adjourned at 7:47 PM.

The next meeting of the Board of Trustees will take place on November 2, 2017 at 7:00 p.m. at the Library.

Respectfully Submitted,

Jessica DiPrampero, Secretary