



Lewes Public Library Board of Commissioners

September 13, 2011

Delaware Room

Attending the meeting were Board members Beckie Healey, Ned Butera, Michelle Kemp, Gerald Cowan; LPL Director Ed Goyda; Five Points HOA president John Gilbert; City Council liaison Barbara Vaughan; and acting president of Lewes Public Library Friends Marsha Davis.

Beckie Healey called the meeting to order at 8:30 am. Minutes from the August 9, 2011 meeting were reviewed and a correction was made to credit card usage and the increase from June. Minutes from August 25, 2011 were reviewed and a correction was made to the LPL Bond Bill request amount from 4.5 million to 4.25 million. Minutes were approved as corrected.

The financial report through 8/31/2011 was presented and reviewed by Gerry.

Investment Review

Andrew Metz from Metz Financial Group gave a yearly update. Corporate bonds were adjusted to BBB or better in line with the LPL conservative investment strategy. Commodities have also been removed from the account. Year to date, the account is up 5%.

Gerry gave an update on the financials. Year to date, we have slightly less income than we budgeted for. Our expenses are slightly less than budget.

Director's Reports

Programming that was put on hiatus for the summer including book clubs, tech nights, financial literacy nights, children's programming will resume this month.

Hurricane Irene created no damage to the library.

Window for bids on lighting closed on 9/6/2011. Barbara Vaughan did not know if any bids were received.

The State is planning to update all out of warranty computers. LPL should receive several new computers.

Credit card usage continues to increase.

Jill met with Jennifer Noonan, the intern from Syracuse, to start the website project. They are analyzing the current website to see where the most activity takes place. Jennifer will be interning for the fall semester.

The Friends made the cost of printing back for the anthology. The second shipment of the anthology was delayed due to Hurricane Irene.

Todd Lawson with the County Library Advisory Board will be having their next meeting on 9/21/2011. LPL board members were invited to attend.

The audit is ongoing.

State contribution for FY 2012 was increased by \$8,000 based on population increases in the service area.

Old Business/Updates

We are ranked third in the DDL list of rankings for library construction for FY 2013.

The technology workshop was discussed at length. It was decided that there will be no community presentation. We will have an invitation-only discussion group, and the board will create a document for public distribution. The SEC will be asked to do an initial review.

Attorney Larry Fifer is writing a letter to the Attorney General to get an opinion as to whether we need a deed to stay in the current location or if the 99-year lease is sufficient.

New Business

The timeline for expansion, as presented to the COL, was discussed. Location will be decided by 12/31/2011.

Shortfall transfers should be okay in the future with the new system.

Investment strategy will be changed slightly from 10/1/2011 through 9/30/2012 following our withdrawal policy.

Other Business

Ned's site option worksheet will be used for the board's decision making.

The meeting was adjourned at 10:00 am.

Respectfully submitted,

Michelle Kemp