

Baldwin Borough Public Library Board of Trustees Meeting  
**MINUTES**

Meeting Date: Thursday, February 15, 2018  
Location: Baldwin Borough Public Library

<b>Attendance</b>	<b>Staff/Guests</b>	<b>Absent</b>
Paul Hayhurst Kelly Mossbauer Jesse Posset Mike Fitzgerald David Stiffey Kevin Moder  Quorum present	Jenny Worley Mark Lynch Amy Franz John Egger	

President Kelly Mossbauer called the meeting to order at 7:20pm.

There were no public comments on agenda items.

- I. Capital Campaign Update – Mark Lynch
  - i. Submission of \$500,000 Redevelopment Assistance Capital Program grant
- II. Action Items:
  - A. January Minutes  
MOTION: P. Hayhurst made the motion to accept the January minutes; second by M. Fitzgerald; Motion approved unanimously.
  - B. January and 2017 Financials – Review of Year End financials
    - i. MOTION: P. Hayhurst made the motion to accept the January financials; second by M. Fitzgerald; Motion approved unanimously.
    - ii. MOTION: P. Hayhurst made the motion to accept the 2017 financials w/o capital funds; second by K. Mossbauer; Motion approved unanimously.

Note: Auditor will receive 2017 financials with capital funds included.
  - C. Director’s Report
    - i. The library has achieved the status of a Bronze Star Library through the PA Forward Pennsylvania Start Library program.
    - ii. Friends group is planning an Elvis tribute fundraiser in September.



- iii. MOTION: P. Hayhurst made the motion to approve the library's use of Hosack, Specht, Muetzel and Wood as auditor for 2017.

D. Policy Updates - Per ACLA's recommendation to review policy

- i. Whistleblower Policy - Tabled to review pending K. Moder's review and presentation.

E. Project Updates and Discussion

- i. Approval to take on Bridgeville Capital Loan

MOTION: Motion to accept loan terms of Bridgeway Capital for a loan of \$600,000 at 5.75%; 10 year draw, 25 year amortization, 18 months interest only made by P. Hayhurst; seconded by J. Posset. Motion approved unanimously.

III. Other Board Business:

- i. The library will purchase an ad for the upcoming Baldwin Band High School Musical
- ii. MOTION: Motion to give Jenny signing authority to execute Bridgeway Capital Loan closing documents made by P. Hayhurst; seconded by J. Posset

NEXT MEETING: Communications Committee Meeting – Wednesday, February 21, 2018 – 7:30pm  
Agenda Meeting – Thursday, March 1, 2018 – 7pm  
Business Meeting – Thursday, March 15, 2018 – 7pm

The meeting was adjourned at 9:05pm on a motion by K. Moder, seconded by P. Hayhurst; Motion approved unanimously

IV. Executive Session:

Executive session called to order at 9:28, adjourned at 10:00

Jesse Posset  
BBPL Board Secretary