

Board Meeting Minutes: October 11, 2018

1. Introductions:

- a. **Present:** Ernie Angstadt, Doreen Behney, Rebeka Birch, Barbara Coffin, Lucy Muth, Cathy Ruhf, Martin Smith, Mindy Wagaman, Joanne Yoder
- b. **Others:** Janet Yost, Library Director
- c. **Absent:** Arabel Elliott, Kutztown Borough Liaison
- d. **Commencement: Meeting was called to order at 7:04 pm by Cathy Ruhf**

2. Approval of the Minutes: Motioned by Lucy, moved by Joanne. The motion carried.

- a. Joanne will make a sign-in sheet for future meetings

3. Treasurer's Report: sent in by Doug

- a. Greenwich – sent in \$1000 for September
- b. Annual appeal letters are going out
- c. Payroll hasn't arrived yet
- d. request "building maintenance" section be broken down
- e. waiting to be reimbursed \$20,000 from Keystone Grant
- f. **Barb moved and Joanne seconded approval of the Treasurer's Report subject to audit. The motion carried.**

4. Library Director's & Youth Librarian Reports:

- a. Disc cleaner is a hit
- b. Kristie Diersa of Kristie's Hair & Nails wants a pop-up library

5. BCPL:

6. Municipality Liaison Reports:

- a. Albany – Lucy will attend
- b. Maxatawny – Ernie will attend, Rebeka will type up report
- c. Greenwich – Barb will attend
- d. Lyons –
- e. Kutztown – Martin will attend
- f. Flyers and a short video are ready for meetings
- g. Must contribute \$1/capita for funds to be matched
- h. Request 10¢ increase per capita

7. Friends Liaison Report:

- a. \$17,084 in treasury
- b. 12/2/18 – Longwood Gardens bus trip scheduled with the hope of filling 1 bus and optionally 2 – leaves from Weis – Elite bus - \$82/adult, \$63/child

8. Committees:

a. Nomination:

- i. Need to replace Doreen and Joanne
- ii. Several contacts have been sent to the committee
- iii. Will table officer elections for 2019 until next meeting

b. Property:

- i. Still looking for a new handyman, mason, and roof repairman – some ideas were presented for Ernie to follow-up on

- ii. Contacting David Moyer about memorial benches
- iii. Rich Harmony is waiting on the weather to finish the parking lot
- iv. Storage room needs to be finished to be used
- v. Cleaning still unresolved

c. Fundraising:

- i. Train company is contacting us for next year
 - 1. Weekend of Kutztown Day 8/3/2019 – save date only – no deposit made
- ii. Annual appeal letters – due back 10/19/18
- iii. Possible fundraisers
 - 1. Parent’s night out – December
 - 2. Cutest baby/pet - \$1.00/vote, submitting fee, maybe a calendar?
 - 3. Vendor/craft fair
 - 4. Restaurant fundraiser
 - 5. Vendor bingo

d. Personnel:

- i. Janet’s evaluation is coming up

9. Old Business:

- a. Municipality gathering – postpone until spring 2019
- b. Strategic plan – accomplished many goals – some still need to be met
 - i. Please look over draft of 5-year Strategic Plan so it can be voted on in November
 - ii. Non-profit endowment fund? – community foundation/thrivent?
- c. Memorial tree –
 - i. promote as a “gift” – ex. “a donation has been made in your name...”
 - ii. promote to funeral directors

10. New Business: none

11. Other:

- a. **Next Board Meeting – Thursday, November 8, 2018 @ 7 pm**
- b. **Next BCPL meeting: Wednesday November 7, 2018 (Joanne)**
- c. **Next Friends Meeting: Tuesday November 13, 2018 @ 2pm**

12. Motion to adjourn: 8:42 pm by Rebeka, moved by Lucy. The motion carried.

Respectfully submitted by Rebeka Birch, Secretary