

Schuylkill Valley Community Library  
Board of Directors Meeting Minutes  
December 12, 2018

1. **Call to Order-** Attending were Erica Burch, Solomon Lausch, Helen Flynn, Cathy Hartman, Kathy Gerber-Fegely, Roger Schmidt, Stephanie Jacobs, Sharon Wilson, Christie Brown, Patrick Manwiller, Kelly Ruth
2. **Minutes-** Approved with the following correction: Patrick, Kelly, Stephanie, and Solomon all attended community meetings.
3. **Trustee Reports-** none
4. **Librarian's Report-** The staff is thinking about 30<sup>th</sup> anniversary ideas. Christie is tracking program attendance and outreach with next year's scheduling in mind. The fund raising letter has been mailed.
5. **Reports**

**Buildings and grounds-** Roger is supervising the closure of the parking lot macadam project.

**Policy Review-** Kelly submitted the revised and reviewed the hiring and jobs policy from the committee. Motion to approve moved and seconded.

**County Library System-** There was no meeting this month. The county committee is accepting nominations for outstanding programs and people of 2018.

6. **2019 Budget presentation-** Cathy projected more in income than was budgeted. Christie proposed continuing with the Hoopla platform that the county dropped.

**7. 2019 Budget**

a. Helen proposed carrying over \$3607.13 from the excess funds from 2018 into the budget for 2019 in order to pass a balanced budget for 2019. This was approved by motions from Helen and Cathy.

b. The 2019 budget was approved unanimously.

**8. 2019 Meeting Schedule**

a. Meetings will remain on the 2<sup>nd</sup> Wednesday of the month.

b. Next meeting will be January 9, 2019

c. Christie will communicate a list of all upcoming meeting dates via email.

Schuylkill Valley Community Library  
Board of Directors Meeting Minutes  
December 12, 2018

**9. Friends Group**

a. Upcoming “dates to remember” for 2019

1. Sandwich Sale on March 16 and 17
2. Book Sale on April 12 and 13 with set up on April 11
3. Golf Tournament on April 28

b. Christie to create a library “wish list” for the Friends to potentially fulfill this upcoming year.

c. Erica suggested a joint meeting between the Friends and the Board of Directors in February.

**10. Other**

a. Sharon and Christie received gift cards from the Board in appreciation of their work in 2018.

b. The holiday schedule for the library was revised in order to meet state regulations. These changes include remaining open for business on December 26, 2019 and December 31, 2019. This was approved.

c. The Board extended their appreciation to Cathy Hartman for her service on the Board as well as her position as Treasurer. A certificate was presented to her.

d. Cathy gave a safe deposit box key along with banking paperwork to Stephanie who is the new Treasurer for 2019.

**11. Adjournment** at 8:28pm