

APPROVED

Boone Area Library Board of Trustees Meeting Tuesday, January 18, 2022

Call To Order: The meeting was called to order at 7:04 pm by Chair Mary Picariello. Those in attendance were Trustees Mary Picariello, Chrissy Mittura, Kim Unger, Lisa Kraljevich and Library Director Ashley Allen. Trustee Kendra Hettel was absent.

Potential Board Member attending was Nicole Sapna.

Minutes: The Minutes of December 2021 meeting were reviewed. Lisa motioned to accept the minutes. Chrissy seconded. The motion passed.

Report of the Director: Library Director Ashley Allen presented the Director's Report. Highlights:

- Monthly statistics reviewed and discussed.
- Programs are doing great.
- Adult Craft Grab Bag for January – Goal Keeping Journal.
- Harry Potter Night – February 8th. A family event.
- Adult Valentine's Craft on February 14th.
- Adult Event – Recipe Swap Night held on last Thursday of the month.
- Latest draft of Employee Handbook ready to go. Plan to present at staff meeting. Will review key points.
- URR completed.
- Annual Report is currently being worked on.
- Discussed Corporation Donor Letter. To mention - Goal for 2022 to replace HVAC system for the comfort and support of patrons.
- Discussed state of HVAC system. Heat was not getting above 55 degrees. Discussed repair versus replacing system.

Report of the Treasurer: Presented by Mary from Kendra's report. Highlights:

- Discussed Amity's, Birdsboro's and Union's contributions allotted for 2022.
- Reviewed budget and county contributions.
- Discussed need to increase fundraising to help compensate for lost income.
- Need to update Quick Books.
- Questioned maintaining savings account at MT&T Bank. Will gather more information before deciding.
- Discussed having a separate account for a Capital Campaign.
- Will vote on Slack to keep current auditor, Long & Barrell.

Chrissy made a motion to accept the Treasurer's Report. Kim seconded. The motion passed.

Report of the Chair and Trustees: Highlights:

- Updates to be sent to municipalities.

Report of the Human Resource Committee: Highlights:

- No updates at this time,

Report of the Grant Committee: Highlights:

- Will research grants for heating/HVAC Systems.
- Discussed applying for Orphans and Oddfellows Grant.

Report of the Fundraising Committee: Highlights:

- Angry Anvil date is March 9th.

- Preparing letter and picking date for Duck Race. Possible date of Saturday May 14th.
- Contact Kimberton Whole Foods regarding their Round Up at the Register fundraiser.
- Discussed Pop Up Restaurant as a fundraiser.
- Discussed having a fundraiser at Rita's. Will contact when open.

Report of the Policy Committee: Highlights:

- Financial Policy to be worked on. Needed per Auditor.
- Harassment/Sexual Harassment Policy next.

Report of the Property Committee: Highlights:

- Toilets replaced at the end of December. Drains snaked.
- Snow removal being done by Mr. Kraljevich.
- Lisa to research lead on floor waxing in community room.

Reopening/COVID Committee: Highlights:

- No updates at this time.

Old Business: Highlights:

- No updates at this time.

New Business: Highlights:

- No updates at this time.

Adjournment: At 8:30pm, Lisa made a motion to adjourn the meeting and Chrissy seconded. The motion passed. The next meeting is February 15, 2022 at 7pm.

Executive Meeting: The Board went into an Executive Meeting at 8:33pm to discuss staff issues. The executive meeting adjourned at 8:45pm

Respectfully submitted,
Kimberly J. Unger, Secretary