

FAPL Board of Trustees
Board Minutes
February 15th, 2022

Meeting was called to order at 6:33pm. In attendance was Board President Lee Turner, Carin Mileskosky, Lois Geist, Marsha Anderson, Daniel Hoch, Diane Dreibelbis, Alexa Cooney, Mackenzie Weaver, Michelle Hughes, and Dave Christman.

There were no guests in attendance.

The Consent Agenda Items were approved with a motion by Lois Geist and a second by Michelle Hughes. The motion carried.

A revision to the November Minutes was approved with a motion by Lois Geist and a second by Marsha Anderson. The motion carried.

BCPLS Meeting Report meeting is tomorrow evening on Teams.

Old Business

- Fundraising Ideas that were discussed included:
 - Pup Parade
 - Shoes Donations/Collections from Funds2Orgs - about a \$1,000.00 , 100 bags with 25 pairs per bag, pair with car show & rotary
 - Golf Tournament
 - Horse Races
 - Orienteering - lay out a course, compass and navigate through trail
 - Kayaking party Blue Marsh
 - Elvis - Jeff Krick Sr./Jr.?, venue or Fleetwood Pool
 - Trivia Night
 - Music Bingo
 - Rounding up to support FAPL at grocery store
 - Sip & Paint classes - Anita Trinkets does them
 - Music in the Park Concession Stand
 - Cornhole Tournament
 - Kaufman's Chicken BBQ

- Hoedown Fundraiser on 3/25 - Board members will put up flyers. 4:30/5:00 set-up or set up the day before.
 - Food - Hot Dogs, Hamburger BBQ, Mac & Cheese, Macaroni or Potato Salad, Baked Goods from Friends, Drinks - Soda, Water, Icy Tea, Coffee, Chips

New Business

- The board approved the stipulation that by Aug. 31st, 2022 the employees' need to use up extra hours over the 2 weeks that can be carried over. Diane Dreibelbis made the motion, with Michelle Hughes as the second. The motion carried.
- The board approved the Personnel Policy with a motion by Mackenzie Weaver and a second by Alexa Cooney. The motion carried.
- The board approved an Employee Leave of Absence after reviewing the letter; A motion was made by Marsha Anderson, with a second by Mackenzie Weaver. Motion carried.
- Concession Stand - Saturday, May 7th at the Community Center which is hosting the FAHS Art Event
- 2023 Event - Author Visit or other ideas were discussed.
- The board approved the Room 111 Rental rate for for-profit use, with Fleetwood Area Residents Fee as \$30 per hour, Non-Resident - \$50 per hour. Motion was made by Mackenzie Weaver, and a second by Michelle Hughes. Motion carried.
- The library has received a generous donation from Dr. Carl Constin's daughter Anne of \$15,000 and a space will be made for 9 inches of shelf space for Dr. Constin's travel books. The Library Board members will be sending flowers as a thank you.

Meeting was adjourned at 8:45 with a motion by Alexa Cooney and a second by Mackenzie Weaver. The motion carried.



Library Director's Report

Month: February 2022

Circulation

- January 2022 Circulation: 5,658 (Slight increase from last year, but basically right on target)
- Wi-Fi Usage is increasing in the building. Could be the Volleyball tournaments? We have signs posted all over the building advertising our free wi-fi. Wi-Fi usage is tied into the funding formula now, so this increase could help us going forward.

Programs

- Two new adult programs were started in January. A monthly Book Club will meet on the second Tuesday of each month at 6:30 pm and a Stitches Club will meet on the third Thursday of each month at 6:30 pm.
- We held a program in partnership with the Yocum Institute for Arts Education. They came to showcase their upcoming performance "Elephant & Piggie's 'We are in a Play!'"

Outreach

- Stacy Laucks attended Parent Teacher Meetings at Willow Creek ES and Fleetwood Middle Schools to start gathering information about what families and teachers would like to see for our Summer 2022 Tigers in the Park program.
- Stacy Laucks did a visit with Mr. Crissman's Willow Creek class.

Long Term Goals Accomplishments

(Long Term Goal) Objective: Discover what the community needs and work with the Fleetwood Area School District and other organizations to meet those needs. Our visits with the FAMS PTA and Willow Creek PTA show that we are going out and asking the community what they want.

(Long Term Goal) Objective: Collaborate with local organizations to present programs within the community. Our partnership with the Yocum Institute at our January program.

Which parts of our Mission Statement did we live this month?

- Actively interface with the Fleetwood Area by participating in community events, visits from library staff, and delivery of satellite library collections.
- Provide programs that support early learning literacies and participate in state and county-wide initiatives like 1,000 Books before Kindergarten, One Book, etc.
- Maintain a space with resources and tools for patrons to learn a new skill or expand knowledge in order to become successful in the workforce and contribute to the community.
- Promote a growth mindset and lifelong learning through our programs and resources.
- Provide an engaging space for all community members to inspire creativity, embrace diversity, and deepen our perspectives.

BCPL Uniform Requirements/Responsibilities

- Stacy and Carin both attended their respective meetings
- The Board reviewed Mission Statement, By-Laws, and Long-Range Goals at the January Board Meeting. BCPL was updated with our progress via email to Amy Resh, BCPL System Administrator

Fleetwood Area Public Library
Profit & Loss Prev Year Comparison
January 2022

	Jan 22	Jan 21	\$ Change	% Change
Ordinary Income/Expense				
Income				
109 Local Govt County	22,498.97	22,666.00	-166.03	-0.9%
Total 109 Local Govt	22,498.97	22,666.00	-166.03	-0.9%
112 Interest Income	0.21	0.34	-0.13	-38.2%
114 Fund Drives	4,630.00	1,420.15	3,209.85	226.0%
Capital Campaign - Individuals	0.00	50.00	-50.00	-100.0%
Capital Campaign - Others	4,630.00	1,470.15	3,159.85	214.9%
Total 114 Fund Drives	4,630.00	1,470.15	3,159.85	214.9%
116 Donations	0.00	212.50	-212.50	-100.0%
Community corporate	66.97	91.02	-24.05	-26.4%
personal	0.00	176.00	-176.00	-100.0%
116 Donations - Other	617.69	100.00	717.69	717.9%
Total 116 Donations	684.66	378.52	306.14	81.0%
118 Fines	116.73	48.20	67.53	137.3%
110 Lost/damaged Books	-93.43	-219.42	125.99	-57.4%
111 Library Use Chg	53.20	10.26	42.94	418.7%
Copies	17.00	0.00	17.00	100.0%
Pat	70.20	10.20	60.00	588.2%
Total 111 Library Use Chg	70.20	10.20	60.00	588.2%
123 Misc Income	90.00	0.00	90.00	100.0%
Unrecognized Gain or (Loss)	-1,933.27	-1,924.28	-8.99	-0.5%
Total Income	26,962.27	24,476.01	2,486.26	10.2%
Gross Profit	26,962.27	24,476.01	2,486.26	10.2%
Expenses				
134 Salaries	8,172.44	6,522.53	1,649.91	25.3%
136 Benefits	0.00	0.00	0.00	0.0%
138 Unemployment tax	0.00	0.00	0.00	0.0%
Total 138 Benefits	0.00	0.00	0.00	0.0%
140 Collection	1,034.31	956.03	78.28	8.2%
140 Books	1,573.46	1,065.77	507.69	47.2%
140 Books - Other	53.08	83.36	-30.28	-57.0%
Total 140 Books	2,660.85	1,431.08	1,229.77	86.1%

3:31 PM
02/08/22
Cash Basis

Fleetwood Area Public Library
Profit & Loss Prev Year Comparison
January 2022

	Jan 22	Jan 21	\$ Change	% Change
162 Audio books on tape	154.96	290.94	-135.98	-46.7%
Total 162 Audio	154.96	290.94	-135.98	-46.7%
162 Videos adult	309.40	226.67	82.73	36.5%
Total 162 Videos	309.40	226.67	82.73	36.5%
164 Elec Format	0.00	94.88	-94.88	-100.0%
167 supplies	0.00	17.82	-17.82	-100.0%
Rts	50.44	0.00	50.44	100.0%
168 Collection - Other	0.00	0.00	0.00	0.0%
Total 160 Collection	3,177.65	2,061.39	1,116.26	54.2%
168 Supplies cleaning	7.68	21.96	-14.28	-65.1%
Office	148.17	0.00	148.17	100.0%
Total 168 Supplies	155.85	21.96	133.87	609.1%
169c Maintain Of Equip	116.40	130.67	-14.27	-10.9%
178 Telephones	71.02	141.03	-70.01	-49.6%
178 Program Expense	5.84	0.00	5.84	100.0%
178 Contracted Services	2.70	0.00	2.70	100.0%
182 Professional Fees	0.00	0.00	0.00	0.0%
Legal Fees	0.00	264.50	-264.50	-100.0%
Payroll Service	211.20	434.60	-223.40	-51.4%
Total 182 Professional Fees	211.20	699.10	-487.90	-69.8%
188-1 Rent Expense	400.00	0.00	400.00	100.0%
188 Cost of Raising Money	0.00	21.51	-21.51	-100.0%
Interest Expense	241.11	310.00	-68.89	-22.2%
Reconciliation Discrepancies	12.00	-3.80	15.80	442.8%
Total Expenses	12,468.01	9,907.79	2,560.26	25.8%
Net Ordinary Income	14,026.28	14,968.26	-941.98	-5.7%
Net Income	14,026.28	14,968.26	-941.98	-5.7%

January Capital Campaign Income 4,630.00
 January Capital Campaign Expense - 241.11
 January Income / Loss w/o Capital Campaign 9,627.37
 14,701.5
 - 3,315.1
 11,386.4

**Fleetwood Area Public Library
Balance Sheet Prev Year Comparison
As of January 31, 2022**

	Jan 31, 22	Jan 31, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings	23,344.45	20,663.87	2,680.58	12.9%
Checking -FI	-1,746.78	-840.74	-906.04	-107.8%
County Co-Op	8,660.07	8,659.22	0.85	0.0%
Investment Account - Money Mar	30,457.74	28,704.46	1,753.29	6.1%
Total Checking/Savings				
Other Current Assets	36,967.01	33,646.75	3,320.26	9.8%
Investment Account	36,967.01	33,646.75	3,320.26	9.8%
Total Other Current Assets				
Total Current Assets	87,424.75	62,351.20	25,073.55	40.2%
Fixed Assets				
101.8 Construction Work in Prog	285.00	0.00	285.00	100.0%
Accum Depr - Furn & Equip	-3,856.89	-3,856.89	0.00	0.0%
Accum Depr - Leasehold Impr	-18,749.37	-18,749.37	0.00	0.0%
Furniture & Equipment	4,254.84	4,254.84	0.00	0.0%
Leasehold Improvements	668,578.44	668,578.44	0.00	0.0%
Total Fixed Assets	650,512.02	650,227.02	285.00	0.0%
TOTAL ASSETS	717,936.77	712,578.22	5,358.55	0.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities	70,000.00	80,000.00	-10,000.00	-12.5%
Fleetwood Bank Line Of Credit	-871.91	-583.15	-288.76	-49.5%
Payroll Liabilities	69,028.39	79,418.85	-10,390.46	-13.1%
Total Other Current Liabilities				
Total Current Liabilities	69,028.39	79,418.85	-10,390.46	-13.1%
Total Liabilities	69,028.39	79,418.85	-10,390.46	-13.1%
Equity				
Retained Earnings	634,852.12	618,593.12	16,259.00	2.6%
Net Income	14,026.29	14,566.25	-541.99	-3.7%
Total Equity	648,878.41	633,161.37	15,717.04	2.5%
TOTAL LIABILITIES & EQUITY	717,906.77	712,674.22	5,232.55	0.7%

Balance in Checking Account Available to Capital Group is \$25,454.04

VANGUARD - VALUES AS OF JANUARY 31, 2022

LIFE STRATEGY GROWTH FUND - VASGX \$ 42.55/share

VASGX

368,790 shares @ \$42.55 /share = \$ 36,767.01
 VALUE AS OF END OF PRIOR MONTH \$ 38,600.34
 CHANGE IN VALUE SINCE END OF PRIOR MONTH \$ <1,833.33>

VALUE AS OF END OF CURRENT MONTH \$ 36,967.01
 VALUE AS OF JANUARY 1, 2022 \$ 38,600.34
 CHANGE IN VALUE SINCE JANUARY 1, 2022 \$ <1,633.33>