

Boone Area Library Board of Trustees Meeting

Tuesday, March 15, 2016

The meeting was called to order by President, Sue Fix at 7 pm.

Trustees in attendance: Sue Fix, Matt Lamm, Adrienne Salaneck, Julia Olafson, Cheryl Martinozzi, Amy Resh (Director)

Trustees Absent: Sandra Kline

Minutes:

- An issue with January 19, 2015 minutes was brought to the Board's attention. Corrections were made and minutes were reapproved with corrections. Motion to approve made by Matt Lamm, second by Cheryl Martinozzi, motion carried.
- Minutes for February 2016 were approved with corrections. Motion by Julia Olafson, second by Jen Harding, motion carried.

Report of the Library Director: see attached

General

- Staff Report – Shelley Grapes, Library Assistant, presented to the Board an overview of her job description and functions within the library.
- Review of Library Director has been completed.

Report of the Treasurer

- Income: The Library has repaid, in full, the \$22,000 loan from Birdsboro that was borrowed due to the state budget impasse. The Library has had to pay for several lost items owed to other libraries but has not yet collected those fees from the patrons.
- Expenses: The Library has purchased several 2016 Public Museum passes. There is a large purchase of YA material that is coming due in near future.
- Mortgage is less than \$60K.
- Book escrow account reflects the 2016 disbursement of \$14K.
- Motion to accept the report of the Treasurer made by Matt Lamm; second by Cheryl Martinozzi. Motion carried.
- Revised February 2016 Treasurer's report was approved with corrections to include Nov-Dec 2015 book escrow expenses. Motion made by Matt Lamm; second by Cheryl Martinozzi. Motion carried.
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Report of the President & Trustees

- President reviewed the Board's evaluation of the Library Director with Amy Resh, Director.

Policy Review

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Committee Reports

- Fundraising - Julia Olafson, Chair
 - 3/1/16 6 pm – The Douglassville East Mom's Club event raffle was completed- estimate of earnings \$2500. Douglassville West Mom's Club will also be making a donation for summer reading from their clothing sale this weekend.
 - Bunny breakfast scheduled for 4/19/16
 - Beautify Birdsboro scheduled for 4/16/16. We will do something to participate, a discussion of possible activities ensued.
 - Duck Derby scheduled for May 7, 2016. Last year we had 2 bounce houses. Discussion regarding the need for 2. No decision made.

- Annual giving needs to occur before the end of the school year. Goal is to have the mailing out by early May.
 - Sue Fix has continued discussion to organize an event with new owners of the “Fork and Ale” that began with the past President.
 - Next fundraising meeting is scheduled for 4/12/16 at 6 pm. The Christmas raffle is on the agenda.
 - Library would like to get out fundraising “annual giving letter” in ALL the township newsletters.
- Maintenance – Matt Lamm, Chair
 - Building committed meeting date-Tuesday 3/22/16 at 630 pm.
 - List of things that need attention is large, many are minor, but some are large. Matt Lamm, Cheryl Martinozzi, and Sue Fix will review.

Old Business

- Last meeting the Board made a motion to replace the current Mission and Visions statement in the bylaws to the following:
 - Vision: A community dedicated to enriching the lives of all by bringing people, information, and ideas together.
 - Mission: The Boone Area Library’s mission is to provide a wide variety of materials, and events, which reflect the culture of our community and serves to entertain, educate, and inspire life-long learning relevant to all.
- To be in compliance with the current bylaws of the Boone Area Library, a written notice of the proposed amendment must be sent to all Board members at least 5 days prior to the meeting in which it is to be voted upon. The Board must also review these statements annually. Sue Fix, President, will mail out the required notification prior to the next meeting in accordance with current the bylaws. A motion to officially accept these changes at the next scheduled board meeting was made by Julia Olafson, seconded Cheryl Martinozzi; motion carried.

New Business

- We received a large donation designated for building fund. The Treasurer needs to determine if it is acceptable to just “earmark” the money in the general fund or if a special account needs to be set up. Treasurer, Julia Olafson will ask systems how this must be done.

Business for next agenda

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Announcements

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Adjournment

At 9:00, Adrienne Salaneck made a motion to adjourn the meeting; seconded by Jen Harding; motion carried.

Next meeting scheduled for April 19, 2016 @ 7:00 PM.