

Boyertown Community Library
Board of Trustees Meeting
April 26, 2022

Meeting was called to order at 7:01 PM. The meeting was held at the Boyertown Community Library.

In attendance: Cindy Mellor, Kelly Kindig, Pat Nunan, Chuck Wohl, Rob Kistler, Justin Hall, Andrea Kershaw, Tina Brown, Kathy Kolb, Sara Bates, Director Nicole Kelly

Trustees absent:

Guests: Becky Wanamaker, BCL District Consultant

1. Call to Order
2. Roll Call
3. Approval of Minutes of the March Regular Meeting
 - a. Justin motioned to approve the minutes of the March regular meeting. Pat seconded. All in favor. Motion passed.
4. Re-approval of Minutes of March Special Meeting
 - a. The redrafted minutes of the March special meeting were approved by email.
5. Report of Director
 - a. Nikki reported that people count and circulation continue to grow as patrons start to venture out after the pandemic. Program attendance has been generally positive.
 - b. Passports continue to increase.
 - c. The Storywalk program is being expanded to the Bally community park.
 - d. Nikki will be attending several training programs for new directors, as well as staff development programs.
 - e. Nikki has applied for her professional librarian certification and expects to obtain it shortly.
 - f. The Moms Club wants to donate another museum pass to the Library. Nikki will be looking into this further.
6. Report of Treasurer
 - a. Cindy discussed the financial report that was distributed prior to the meeting. The financials report is showing a slight shortfall, which is due to the fact that we did not receive our state aid in March as we have in the past. Nikki reported that the state aid check arrived this week.
 - b. Justin motioned to approve the March financials. Pat seconded. All in favor. Motion passed.
7. Committee Reports
 - a. Executive (Chuck)
 - i. Chuck noted that we temporarily increased the salary of an employee who served as an interim director, without precedent, for the period in which we did not have a director.
 - ii. The Board then entered an executive session to discuss a personnel matter.

- b. Facilities (Pat)
 - i. The roof project was completed. However, after a heavy rainstorm, there was leaking in Dr. Carr’s office. The contractor inspected the area and caulked some windows.
 - ii. The Board discussed the request from a tenant to use the garage behind the 29/31 E. Philadelphia Ave., which has been empty. It will need to be painted and have a lock installed. Pat researched storage prices at some local storage places, and believes that \$180 a month is reasonable. Pat made a motion to offer to rent the garage to Mrs. Becker at a rate to be determined, subject to the Library taking care of the improvements discussed (e.g. painting, locks, etc.), and subject to a lease addendum. Cindy seconded. All in favor. Motion passed.
 - iii. The HVAC work will begin in the next month or so.
 - iv. Faucets in the library will be replaced, at a cost of approximately \$660. Kathy made a motion to approve the cost for the replacement faucets. Andrea seconded. All in favor. Motion passed.
- c. Fundraising (Andrea)
 - i. The Board discussed budgeting for fundraisers. Fundraisers may have a budget, which would be deducted from the overall proceeds of the fundraiser.
 - ii. Andrea discussed other upcoming fundraising activities.
- d. Governance (Kelly)
 - i. Kelly reported that the committee reviewed a donor gift policy and is recommending that the Board adopt the policy. Sara discussed the purpose of the policy and why the committee thinks it would be beneficial. Justin made a motion to adopt the policy. Tina seconded. All in favor. Motion passed.
- e. Planning (Tina)
 - i. Tina and Pat will be meeting to further discuss the building aspect of the strategic plan.
- 8. President’s Report (Chuck)
 - a. The Friends reported that this month’s book sale was over \$600.
 - b. Miller-Keystone invited the Library to a luncheon in May.
 - c. The system has acknowledged that we passed the annual system review.
- 9. Old Business
 - a. None.
- 10. New Business
 - a. None.
- 11. Good of the Order
 - a. Kathy and Kelly attended the Earl Township Board of Supervisors meeting last Monday to thank the Supervisors for their support of the Library.
- 12. Meeting was adjourned at 8:17 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on May 24, 2022, at the Library, commencing at 7 PM.

Action Items

None.