

Boone Area Library Board of Trustees Meeting
Tuesday, January 18, 2023

Call to Order: The meeting was called to order at 7:00 pm by Chair Chrissy Mittura. Those in attendance were Trustees Chrissy Mitura, Noemie Eardley, Robin Fox, Nicole Sapna, Kendra Hettel and Library Director Ashley Allen. Diana McGee from Union Township also attended.

Minutes: The Minutes of the December 2022 meeting were reviewed. Kendra motioned to accept the minutes. Noemie seconded. Motion passed.

Report of the Director: Presented by Ashley. Highlights:

- Patron count is up
- Yearly stats for 2022 were discussed
- New library cards have been ordered
- Harry Potter Trivia and Harry Potter Book Night will be held in February
- Programs: Pizza “Book Tasting” is in the works.
- Ashley is working on the URR. The main part is completed.
- Becky Wannamaker will be attending a future 2023 board meeting.

Report of the Treasurer: Presented by Kendra. Highlights:

- We reviewed that we will be using automatic bill pay for recurring payments.
- Discussed why we deal with two banks: VIST/Thompkins for the mortgage and M&T.
- Amazon Payment Method: Ashley has been in contact with Amazon. We had been operating out of a subgroup that did not allow for “pay by invoice”. The mistake has been corrected. Amazon Prime also works with the new system.
- There was discussion about increasing the amount of available Boone Area Library merchandise. It was decided to ask the schools for submissions to design a logo. Ashley will create a promo flier.

Chrissy made a motion to approve the Treasurer’s Report. Nicole seconded. The motion passed.

Report of the Chair and the Trustees: Highlights:

- Chrissy distributed the new Boone Area Library Board Member Agreement.
- There was discussion about handing out donated books at community events.
- There was discussion on the status of the BCPL award ceremony on March 1st.
- Nicole will attend the BCPL advisory board meeting.

Report of the Grant Committee:

- We will be receiving the Kimberton Whole Foods contributions for the month of March. Ashley will complete the paperwork.
- Chrissy reported she has not heard any further info on the Odd Fellows grant.
- Discussed contacting local political reps.

Report of the Fundraising Committee: Highlights:

- Kendra is following up on information for the Moe’s taco kit fundraiser.
- Nicole reported that the Garden Party will be held at the library on Saturday March 25th. Tickets will be \$10 for kids and \$15.00 for adults. There may also be a spring book sale.
- We will need to pick a date for the duck race. Tentative date is June 10th.

Report of the Property Committee:

- We received HVAC replacement quotes from 3 vendors. We will continue to develop funding sources.
- Ashley and Chrissy are working on installing the Ring security cameras.
- Restroom signage and improvements were discussed.

Report of the Policy Committee:

- Purchasing Policy Update-vote will be held over Slack at a later date.

New Board Members:

- Ashley has set up a Linked In account. Chrissy has created a VolunteerMatch Account.

Old Business:

- Discussed naming an Assistant Director. Chrissy will check the by-laws before the next meeting.

New Business:

- Kendra will set up a new Google Drive.

Adjournment: At 9:37 pm, Kendra made a motion to adjourn the meeting and Robin seconded. The motion passed. The next meeting is February 21, 2023 at 7pm.

Executive Session:The board went into an Executive Session at 9:40 pm to discuss personnel matters.

Respectfully submitted,
Robin Fox, ,Secretary