

## Boone Area Library Board of Trustees Meeting Tuesday, April 17, 2018

**Call To Order:** The meeting was called to order by Board Chair Cheryl Martinozzi at 7:10 pm. The late start was due to the Board's conducting of an interview just prior. Those in attendance were Trustees Susan Fix, Jennifer Harding, Matthew Lamm, Cheryl Martinozzi, Mary Picariello, Kim Unger, and Interim Director Eileen Simms.

**Minutes:** The minutes of the March 2018 meeting were reviewed. Sue Fix motioned to adopt the minutes as presented. Mary Picariello seconded. The motion passed.

**Report of the Library Director:** Interim Director Eileen Simms presented the Report of the Director. Highlights:

- The Women's Club is doing tours of Bird Mansion and there is an opportunity for Board members to sit with Bruce Hoffman as he signs books on May 20 from noon to 6pm.
- People count and adult and juvenile circulation were down for unknown reasons, however circulation of e-books was up, possibly due to people becoming more familiar with the technology.
- Bookstore sales were down, possibly due to the fact that there was no special sale on. Eileen may do one for Mother's Day.
- Eileen shared plans for a "not new but new to us" DVD section featuring DVD's acquired from a closing video store.

**Report of the Treasurer:** Sue Fix presented the Treasurer's report. Highlights:

- Sue explained to the Board the way in which Lost Items expenses are handled.
  - Sue and Mary gave an update on the UGI budget billing.
  - Sue gave an explanation on changes to the credit line interest rate.
  - Sue shared the Music Booster program ad that the Board had sponsored.
  - Sue notified the Board that Boscov's Friends-Helping-Friends is coming up and she will sign us up.
  - Jen shared a link to a series of online podcasts that are of financial interest to non-profits.
- Kim Unger motioned to accept the Treasurer's reports, and Jen Harding seconded. The motion passed.

**Report of the Chair and Trustees:**

- Mary gave an update on the 5k, Street Fair, and Duck Derby, to be held May 12. Kim announced that we will be able to have a bounce house at no cost to us. Matt and Kim will orchestrate transporting the bounce house to the park.

**Report of the Property Committee:** Matt Lamm reported on Property. Highlights:

- Matt will contact a volunteer and a service contractor in pursuit of switching the building over to A/C for the summer
- Matt will, as time allows, resume replacement and repair of malfunctioning light fixtures.

**Old Business:**

- The Board discussed the status of the STEM grant classes. Jen showed the Board a Raspberry Pi and explained its use.
- Cheryl Martinozzi questioned the status of insurance forms given to Eileen to be signed by staff.
- The Board accepted the resignation of Lynn Gibson, Children and Youth Services Coordinator.

**New Business:**

- The Board coordinated plans for the Community Yard Sale/Clean Up Birdsboro event to be held April 21. Items discussed include a table for Board members to sell items to benefit the Library, hot dog sales, and duck ticket sales. Cheryl polled the board for volunteering availability.
- Sue, on behalf of the library, will donate a bag of books to St. Pauls' Lutheran for their Basket Social event to be held May 4.

**Executive Session:** At 8:27pm the Board entered into an Executive Session to discuss an applicant for the Children and Youth Services Coordinator position. The Executive Session lasted until 8:31pm. The Board unanimously voted to hire Beth Fritz as Children and Youth Services Coordinator.

**Adjournment:** At 8:38pm, Sue Fix made a motion to adjourn the meeting and Cheryl Martinozzi seconded. The motion passed. The next meeting is May 15, 2018, at 7pm.

Respectfully submitted,  
Matthew T. Lamm, Secretary

APPROVED