

Boone Area Library Board of Trustees Meeting
Tuesday, April 16, 2019

Call To Order: The meeting was called to order at 7:00 pm by Chair Cheryl Martinozzi. Those in attendance were Trustees Susan Fix, Cheryl Martinozzi, Mary Picariello, Kim Unger, Gayle Kramer, Chrissy Mittura, Lisa Kraljevich and Director Ryan McCrory.

Minutes: The Minutes of the March 2019 meeting were reviewed. Sue motioned to accept the minutes with discussed changes and Chrissy seconded. The motion passed.

Report of the Library Director: Ryan presented the Director's report. Highlights:

- Book store sales are up.
- Attendance in Adult Programs is increasing and becoming consistent in what is being offered.
- Children's collection has been fully pulled for weeding.
- Donor and thank you letters have been autopopulated and procedures for this will be updated.
- Updated and streamlined weekly deposit procedures.
- Uptake in Facebook use. Increase in views and engagements from the beginning of the year. Posting of library programs and local interest events are being done by Eileen and Beth.

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

- A large check was received so no money was needed to be switched over over from accounts. This was used to pay for the heater and \$1,940.00 was placed in Escrow for the mortgage which will be good until October.
- \$606.00 was left for Adult Programs from the \$1,000.00 from Friends of Library from Berks County.
- Easter Breakfast made \$641.00.
- \$55.00 made from 50/50 Raffle.
- Sue determined \$1200.00 used for costs for Duck Derby at this time.
- Union Township changed when they will be sending checks to the library. Originally it was April, June and September. It is now May, July and September.
- Discussed goal of \$2500.00 to be raised for the Duck Race.
- Reported that there is NO balloon payment for the mortgage.
- Maturity date for the mortgage is 8/1/2036 with a review in 8/2021.
- Motion was made by Cheryl and seconded by Chrissy to place \$100.00 each month to be held in an account to be used for the principle and if needed may be used elsewhere with the Board's approval.

Mary made a motion to accept the Treasurer's report; Chrissy seconded. The motion passed.

Report of the Chair and Trustees: Highlights:

- Cheryl distributed copies of the Bylaws of the Boone Area Library to Board members.
- Discussed the changes of the Inclement Weather policy and that it will be posted by Ryan on the Website. Policy was discussed with employees by Ryan. Employees acknowledged that they were informed of the new policy.
- Discussion of librarian requisition as 4/27/19 will be Ryan's last day. The position will be posted on various sites. Sue and Kim volunteered to be on the committee to review resumes.

Report of the Fundraising Committee: Highlights:

- Discussion of the monthly raffle ensued with the decision of continuing as started for this month of \$2 and to be \$1 from May on.
- Chrissy gave an update on the Duck Race being held on Saturday May 11th. Lisa gave an update on the vendors and Mary gave an update on the entertainment. Marketing for the event was discussed.

Report of the Property Committee: Matt Lamm Reported on the property. Highlights:

- The heaters have been fixed and the repairs have been paid for.
- Update given on the building's outside and inside. Lighting is being worked on regarding the light switches and relays. Plumbing is ok. Corner crack in Bruce Hoffman room is slightly larger with some flaking on the floor.

Old Business:

- Discussed under other headings.

New Business:

- Discussed recruitment of new board members. There is one opening for Amity.

- Ideas for further fundraising discussed. Possible gift card bingo in September. Annual Giving Letter and who to include in the sending, printing and mailing as a trifold was discussed. Ryan brought up targeted vendor fairs such as a baby shower.
- Sue is continuing to work on Staycation
- Discussion ensued regarding donations as a memorial for a loved one.
- Ryan brought up in discussion review of Programs Policy in picking events and speakers should any legal issue arise.

Adjournment: At 8:29 pm, Sue made a motion to adjourn the meeting and Mary seconded. The motion passed. The next meeting is May 21, 2019 at 7pm.

Respectfully submitted,
Kimberly J. Unger, Secretary

Approved