



February Minutes BAL.docx

Lisa Kraljevich Mar 11th at 12:34 PM



Boone Area Library Board of Trustees Meeting

Tuesday, February 18, 2020

Call To Order:

The meeting was called to order at 7:01 pm by Chair Mary Picariello. Those in attendance were Trustees Mary Picariello, Sue Fix, Chrissy Mittura, Lisa Kraljevich, Stephanie and Bridget Scogna, Kim Unger was not present.

Also attending Donna Weber, Boone Area Library patron.

Minutes: January 2019 meeting minutes were reviewed. Chrissy motioned to accept minutes with corrections as discussed. Sue seconded. The motion passed.

Patron Concerns:

- Donna Weber was given the opportunity to ask questions regarding the art giving campaign.

Report of the Library Director: Presented by Lisa, in absence of director

- Monthly statistical report has been submitted to the county
- People count and circulations stats have remained relatively the same for .
- February event calendar is available. It included both children's and adult e Sarah the new Youth Services Coordinator is prepared to continue program an interruption in services. Board members will help with programming nee
- Crescenda is willing to learn to process new material, Beth Fritz and Lisa t volunteered to help with training.
- ILL requests are currently being handled by the Exeter Library until we can staff member to resume this service for our patrons.
- The State of PA has proposed no increase in the 2021 budget for library fu Bridget will look into contacting our State Representatives.
- Website needs to be updated with previous meeting minutes, events and s

Report of the Treasurer: Presented by Stephanie

- Mary made a motion to approve the December Treasurer's report with adjustments. Chrissy seconded. The motion passed.
- January Treasurer's report will be updated and sent for approval of the
- Stephanie will work with system headquarters to complete the financial the state report.
- Book Purchasing is currently being done through system headquarters will be ordered through Amazon.
- Stephanie made a motion to research canceling contract with Clover, L

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- Sue reported that 2019 funding given to the library by the Friends of the County Library systems still has a remaining balance of \$221.65. A thank you letter is being sent along with a request to allow us to spend the remainder on 2020 adult programming.
- Chrissy will send Thank You notes for recent donations

Report of the Property Committee: Presented by Mary

- Mary presented the Building Insurance Policies and Collection Insurance for review. Stephanie made a motion to renew policies, Bridget seconded.
- Workman's Compensation Policy has been updated to include new hires.
- Mary is following up with a local contractor who is interested in snow removal.

Report of the Fundraising Committee: Presented by Lisa

- Kimberton Whole Foods has chosen the library to be the recipient of the Buy One, Give One program for the month of March. Lisa will follow up to ensure that they receive the items they requested for advertising purposes and to promote for the library via Facebook and signage.
- Discussed pros and cons of hosting Easter Breakfast. Motion was made by Mary to host the breakfast on April 4, seconded by Sue. Planning extra to draw a larger crowd.
- Chrissy is working on a Legacy brochure, shared a rough draft.
- Promote room rental policy to earn more revenue.
- Yard Sales have been successful fundraisers. Last one will be held in May and may resume in the fall.
- Goal is to send out 2 giving letters this year, one in June and another in November. Looking into updated mailing lists, to maximize donations.
- May 16 will be the date for the Duck Derby, volunteers will be needed.

Report of the Policy Committee: Presented by Chrissy

- Chrissy is currently working on updating the personal policy for review.
- Credit card policy is also being reviewed

Old Business:

- Ethan's Boy Scout proposal has been modified to include painting the tables and securing shelves in the library.

New Business:

- Discussed staff concerns regarding projector, outside lights
- Chrissy reported that a Girl Scout is planning a project involving painting inside the library.
- Book Sale room needs to be re-organized to maximize profits. Grey Lit will be sold for \$10.00 each including one fill up, additional bag fill-ups \$5.00. Older red bags will be saved and used as prizes or promotional bags.
- Discussed staff training. Motion was made by Mary to close the library to staff for system training on March 27. Lisa seconded.