

# APPROVED

## Boone Area Library Board of Trustees Meeting Tuesday, March 16, 2021

**Call To Order:** The meeting was called to order at 7:02 pm by Chair Mary Picariello. Those in attendance were Trustees Mary Picariello, Kim Unger, Chrissy Mittura, Stephanie Woomer, Lisa Kraljevich and Bridget Scogna, Kendra Hettel and Library Director Crescenda Long.

**Minutes:** The Minutes of February 2021 meeting were reviewed. Lisa motioned to accept the minutes with corrections as discussed. Chrissy seconded. The motion passed.

**Report of the Director:** Crescenda presented the Director's Report. Highlights:

- Numbers down for February which statistically is the norm for that month. Many snow days in February.
- Remarked on seeing new patrons.
- Board requesting door count for Tuesdays (busiest day).
- Discussed becoming a familiar face at council meetings. Gain knowledge for future outreach opportunities for the library.
- Permission received to use pavilion at Rustic Park at no charge for outdoor Story time in April and possibly continue with Summer programs.
- Will update on CARES Act Grant. Still need Bid Procurement Policy.
- Considering expanding library hours. Add more open hours and decrease curbside hours.

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

- Received Birdsboro's contribution.
- Union is received three times a year.
- Due to receive Amity's contribution in June/July.
- Received second contribution from the county.
- Currently have money in Personnel Budget.
- Budget for the year to date - 18% coming in/income and 12% going out/expenses.

Lisa made a motion to accept the Treasurer's Report. Bridget seconded. The motion passed.

**Report of the Chair and Trustees:** Highlights:

- Kendra is scheduled to attend new trustee training.
- Reviewed and discussed Bylaws update.
- Monthly newsletter being sent to townships. Section on getting to know staff.
- Video games may be borrowed.
- Stephanie Williams from District Services will be visiting at April's meeting.

**Report of the Human Resource Committee:** Highlights:

- No updates at this time.

**Report of the Grant Committee:** Bridget presented Highlights:

- Committee met on March 3rd via Zoom.
- Discussed finding grants related to projects.
- Tompkins Charitable Gift Fund due 1<sup>st</sup> business day of September. Idea for Tompkins supporting quality of life. Example is a Sensory Area in the library.
- Pottstown Wellness Grant due August 1<sup>st</sup>.
- Idea is to revisit monthly what is entered in Google Drive and possibly have a spreadsheet of grants for the future.
- Discussed applying for Keystone Grant in the future.
- Berks County Friends Grant – donation of \$250.00 in March,

**Report of the Fundraising Committee:** Lisa presented an update. Highlights:

- Winter Scavenger Hunt broke even.
- Kim reported the Change Challenge fundraiser for March is Cats versus Dogs.
- Getting ready for Duck Race to be held on 5/15/2021. Looking for vendors, sponsors and entertainment.
  - Sponsorship forms sent to area businesses. -Start selling tickets on Monday.
  - DJ needed. -Sarah will do story time and craft.
  - Selling hot dogs. -Advertising on Birdsboro marquee, posters
- Summer Giving Letter targeted for June. Discussed mailing list.

**Report of the Policy Committee:** Chrissy presented an update. Highlights:

- Procurement Policy discussed. Thresholds reviewed.

**Report of the Property Committee:** Highlights:

- Updated bid for carpeting.
- Rescheduling of painting of Children's Room. Crescenda will be meeting with group.

**Reopening/COVID Committee:** Highlights:

- No updates at this time.

**Old Business:** Highlights:

- Square is now working.

**New Business:** Highlights:

- No updates at this time.

**Adjournment:** At 8:48pm, Bridget made a motion to adjourn the meeting and Chrissy seconded. The motion passed. The next meeting is April 20, 2021 at 7pm.

**Executive Meeting:** The Board went into an Executive meeting at 8:49pm to discuss personnel issues. Kendra needed to leave prior to the executive meeting. The executive meeting adjourned at 9:31pm.

Respectfully submitted,  
Kimberly J. Unger, Secretary