

# Boone Area Library Board of Trustees Meeting

## Tuesday, May 15, 2018

**Call To Order:** The meeting was called to order by Board Chair Cheryl Martinozzi at 7:01 pm. Those in attendance were Trustees Susan Fix, Matthew Lamm, Cheryl Martinozzi, Kim Unger, and Interim Director Eileen Simms. Trustee Mary Picariello was attending a Duck Derby meeting.

**Minutes:** The minutes of the April 2018 meeting were reviewed. Sue Fix made one correction to reflect the correct name of the St. Paul's Lutheran Basket Social. Sue then motioned to adopt the minutes with the correction and Cheryl Martinozzi seconded. The motion passed.

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

- People count was down but did rebound slightly at the end of the month likely due to the street being reopened. Circulation for both adults and juveniles and computer sessions were down slightly likely due to the weather turning warmer. Circulation for ebooks has risen again likely due to more people embracing the technology. Bookstore sales are doing well.
- Beth Fritz has accepted the position of Youth Coordinator.
- Heather Jasinski has expressed interest in the housekeeping position.
- Volunteer Jason Wioskowski has assisted the Director in setting up the tablets purchased with the Rotary Club donation.

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

- The rental room revenue is doing well.
- The used book sale is on target.
- It's time to send an annual giving letter.
- We should start seeing the change in the UGI gas bill soon.

**Report of the Chair and Trustees:**

- The Duck Derby went well. We should have the results by the June meeting.
- There was more discussion about the next annual giving letter.

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

- There are no immediate concerns on the outside of the building.
- Expert Care will be coming to do a checkup on our A/C ahead of summer.
- Matt will continue working on malfunctioning light fixtures, particularly in the Bruce Hoffman room.
- Matt will install the charging station in the teen room.

**Report of the Fundraising Committee:** presented by Kim Unger. Highlights:

- Kim will be selling Bruce Hoffman books at the Brooke Mansion tours on May 20.
- Sue Fix shared more ideas regarding a Best Kept Secret fundraiser.
- Cheryl Martinozzi gave an update on the Meat-A-Thon fundraiser idea.
- There was more discussion regarding an annual giving letter.

**Old Business:**

- The board discussed the status of the STEM grant and their appreciation that Mr. Orem has offered to order materials and teach classes.

**New Business:**

- Cheryl Martinozzi offered new ideas, including corporate and school student involvement, in the Christmas Raffle. Discussion followed.
- The Board voted unanimously to make housekeeping a W2 position rather than 1099.
- The Board reviewed and unanimously voted to accept a new housekeeping job description and to offer the position to Heather Jasinski.
- The Director asked the Board if it would be okay to allow the Girl Scouts to paint the teen room. The Board agreed with this idea.

- Former Birdsboro Mayor Bob Myers is interested in placing a Little Free Library in the borough. Staff member Beth Fritz has also expressed interest in this in the past. The Board agreed to donate some books to this project and post our schedule for users to see.
- The library has received notice from a law office of a donation made in the estate of a late local resident.

**Adjournment:** At 8:43pm, Sue Fix made a motion to adjourn the meeting and Cheryl Martinozzi seconded. The motion passed. The next meeting is June 19, 2018, at 7pm.

Respectfully submitted,  
Matthew T. Lamm, Secretary

APPROVED