

# APPROVED

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

**Call To Order:** The meeting was called to order at 7:00 pm by Chair Mary Picariello. Those in attendance were Trustees Mary Picariello, Chrissy Mittura, Kim Unger, and Kendra Hettel. Absent was Lisa Kraljevich and Stephanie Woomer. Ms. Woomer arrived at 7:30pm.

**Minutes:** The Minutes of October 2021 meeting were reviewed. Kendra motioned to accept the minutes. Mary seconded. The motion passed.

**Report of the Director:** Mary presented the Director's Report that was provided by Ashley Shafer, Library Assistant. Highlights were also provided by Sarah Terry, Youth Coordinator.

- Monthly statistics compiled by Ashley reviewed.
- New items for December ordered on 11/10 and 11/15.
- November newsletter went out on 10/30.
- December newsletter almost completed.
- December adult pack is a relaxation gift pack.
- BCIU volunteers are coming on Monday mornings.
- Furniture was purchased with donations made in Crescenda Long's memory.
- Thank you cards were sent to Amity and Birdsboro for the use of parks and pavilions for story time.
- Sarah will read stories and have a craft for Christmas in Birdsboro.

**Report of the Treasurer:** Mary presented the Treasurer's Report provided by Steph. Highlights:

- Extra information provided by accountant.
- It was questioned if we have received our funding for the year from the townships. Amity usually comes in December.
- Discussed having an end of the year visit to townships regarding budget and to introduce our new director. It was determined that most budget meeting dates have passed.
- Discussed sending townships a letter of what was accomplished by the library this year. To consider library when budgeting for funding for next year. Kim to write a draft of letter. Chrissy to get pictures. Chrissy made a motion to accept the Treasurer's Report. Kendra seconded. The motion passed.

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

- Discussed participating in Volunteer Fair held at St. Paul's Lutheran Church in January. Decided to skip this year.
- Nominating Committee picked to review officers for next year. Chrissy to head committee.
- Reviewed Trustee terms.
- Will reach out to Sarah for potential board members.
- Discussed coming up with goals for 2022.

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

- New director starting 11/29/2021. Mary will reach out to Amy Resch for training. Mary will also be at the library on Monday to meet Ashley Allen, our new director.
- Kim will make a Welcome Basket.
- Discussed holiday gifts for staff.

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

- Kendra met with Lisa. They need to meet with Sarah.
- Penny, our accountant who has experience with grants, suggested looking into grants that are project specific. Going after corporate sponsorships.

**Report of the Fundraising Committee: Highlights:**

- Kendra will print rule sheets for Gingerbread House Competition.
- Email Book Clubs requesting donations for cookies for Bake Sale for Christmas in Birdsboro.
- Discussed selling tickets for voting for gingerbread house competition. Selling cookies for bake sale. Making flyers advertising library Gingerbread House Competition and Bake sale during Christmas in Birdsboro.
- Kendra to reach out to Angry Anvil for fundraising event.

**Report of the Policy Committee: Highlights:**

- No updates at this time.

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

- Have not yet received bill for carpeting. Mary will follow up.

**Reopening/COVID Committee: Highlights:**

- No updates at this time.

**Old Business: Highlights:**

- Update library website. Welcome new director.
- Chrissy will reach out to local paper.

**New Business: Highlights:**

- No updates at this time.

**Adjournment:** At 8:58pm, Chrissy made a motion to adjourn the meeting and Kim seconded. The motion passed. The next meeting is December 21, 2021 at 7pm.

Respectfully submitted,  
Kimberly J. Unger, Secretary