

APPROVED

Boone Area Library Board of Trustees Meeting Tuesday, November 15, 2022

Call To Order: The meeting was called to order at 7:01m by Chair Mary Picariello. Those in attendance were Trustees Mary Picariello, Kim Unger, Nicole Sapna, Robin Fox. Kendra Hettel, and Library Director Ashley Allen
Absent Trustee Chrissy Mittura.

Invitees: Noemie Eardley, prospective Board Member.

Minutes: The Minutes of October 2022 meeting were reviewed. Robin motioned to accept the minutes. Kendra seconded. The motion passed.

Report of the Director: Presented by Ashley. Highlights:

- Monthly statistics and overview of activities reviewed.
- People count up for the month. More events, foot traffic and room rental.
- 15 new adult and 3 new juvenile library cards.
- Increase number of students coming through the door.
- Collection count up by 100 items. 10 new Switch games ordered.
- Patron use of computers up. WIFI numbers up.
- Newest Windows 10 updated on computers.
- Christmas Theme Escape Room Scheduled for 12/15 and 12/16.

Report of the Treasurer: Presented by Kendra. Highlights:

- Kendra reviewed notes from Penny:
 - Spoke with M&T Bank regarding access to Bill Pay.
 - Suggested specific bank account for payroll if possible.
 - Total revenue for Wine Pull \$1,430.
 - Penny donating “Book Case Quilt” for Holiday raffle.
- Revenue from volunteering at concession stand at Hershey Bears Hockey Game on Sunday 11/20 split with Girl Scout Troop.

Mary made a motion to accept the Treasurer’s Report. Robin seconded. The motion passed.

Report of the Chair and Trustees: Highlights:

- Trustee materials sent to prospective Board Member Noemie Eardley. Process explained by Chair Mary Picariello.
- Asking for suggestions for goals for 2023-.
- Systems meeting tomorrow 11/16. Meetings have been hybrid, either virtual or in person.
- Email received from Systems regarding Library Systems Annual Award. Nominations due 12/5. Possibly enter our “Secret Door”.

Report of the Grant Committee: Highlights:

- Researching grants for HVAC, doors and general improvements.

Report of the Fundraising Committee: Highlights:

- Holiday Breakfast on Saturday. 12/10. Discussed preparations. Mary will send out list to sign up for food/supplies.

Report of the Property Committee: Highlights:

- Discussed building options and square footage. Possible blueprints.
- HVAC – Ashley spoke with John concerning heat element. Piece is on order and should be received in November and placed by December.

Report of Having the Policy Committee: Highlights:

- No updates at this time.

Old Business:

- New Ring Cameras bought for the library. Two placed out front and one out back.
- M&T and Vist account signers and docusign discussed. Mortgage account with Vist.

New Business:

- Nominating Committee to be picked in December.
- Discussed holiday schedule for 2023. Nine from Systems and three more needed. Director proposed picking Veteran's Day, Saturday before Memorial Day and Monday after Easter. Unanimous vote to approve calendar as proposed by Director.
- Discussed changing titles of Library Assistant/Assistant Director. Will research policy.

Adjournment: At 8:11 pm, Kendra made a motion to adjourn the meeting and Robin seconded. The motion passed. The next meeting is December 20th at 7pm.

Respectfully submitted,
Kimberly J. Unger, Secretary

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