

Boone Area Library Board of Trustees Meeting Tuesday, October 16, 2018

Call To Order: The meeting was called to order at 7:01 pm by Chair Cheryl Martinozzi. Those in attendance were Trustees Susan Fix, Matthew Lamm, Cheryl Martinozzi, and Kim Unger.

Minutes: The Minutes of the September 2018 meeting were reviewed. Two corrections were made. Sue motioned to accept the minutes with the changes and Kim seconded. The motion passed.

Report of the Library Director: There was no report available.

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

- Finances continue to stable but tight. Incomes are generally on schedule. Payroll is higher now that we have a Director. The line of credit has been paid.
- A motion was made by Cheryl and seconded by Kim to approve an expenditure for consultation with the accountant regarding accounting procedures.
- Staff member Beth Fritz submitted ideas and needs for activities to hold at the library during Birdsboro Hometown Christmas. Kim motioned to approve \$150 for Beth to use and Sue seconded. The motion passed.

Matt made a motion to accept the Treasurer's report; Cheryl seconded. The motion passed.

Report of the Chair and Trustees:

- Cheryl discussed the 2019 Funding Formula and reminded the Board that a \$5 per capita goal and increased circulation and computer usage are very important.

Property: Matt gave an update on property. Highlights:

- In general, the property continues to have small challenges but serves the library's needs well.
- Matt reported on the status of the damp southwest corner of the Bruce Hoffman Room. There is a combination of roof, gutter, wall and floor issues. Sue motioned that at least three roofers be contacted to obtain quotes. Cheryl seconded. The motion passed.
- It is time to have a heating system checkup. Matt will contact Expert Care.

Fundraising: Kim Unger reported on fundraising. Highlights:

- Vendor Bingo is 11/10. Food, drink and other associated items were discussed.
- Our Breakfast with Santa and Birdsboro Hometown Christmas are 12/8. Associated items were discussed.
- The Amity Tree lighting is 12/9. Matt will coordinate.

Old Business:

- There is a little bit of money left from the Rotary Club tablet donation. Matt will look into small accessories.

New Business: There was no other New Business.

Adjournment: At 8:37 pm, Sue made a motion to adjourn the meeting and Cheryl seconded. The motion passed. The next meeting is November 20, 2018 at 7pm.

Respectfully submitted,
Matthew T. Lamm, Secretary