

APPROVED

Boone Area Library Board of Trustees Meeting Tuesday, October 19, 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, Chrissy Mittura, Stephanie Woomer, Kim Unger, Kendra Hettel and Lisa Kraljevich. Also in attendance was Children's Librarian Sarah Terry. Absent was Bridget Scogna.

Minutes: The Minutes of September 2021 meeting were reviewed. Mary motioned to accept the minutes with corrections. Lisa seconded. The motion passed.

Report of the Director: Sarah presented the Director's Report. Highlights:

- Monthly statistics compiled by Ashley reviewed.
- Discussed sending monthly report to Systems.
- October newsletter has been sent out.
- November adult craft pack will be a Fall Beaded Garland.
- Discussed aid and staffing waiver due by 11/1.
- Sarah is unable to attend meeting on 11/23.
- Systems initiating a new website system to start on Thursday. Will be used to add events, etc.
- 178 free books received from PA Department of Education and Office of Commonwealth Libraries. Discussed how to use these books as they cannot be added to circulation.
- BCIU volunteer started on 10/4.
- Discussed volunteer procedure and policy. Placed on hold until a new director is hired.
- Boo to You being held 10/23 from 6pm to 8:30pm.
- Furniture shipped on 10/11.

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

- Reviewed numbers.
- New Bookkeeper started last Thursday. She is experienced and good with the staff. She is working on petty cash and payroll. Suggested trying to increase corporate sponsorships and grants. Offered to make a quilt for fundraising.
- Discussed organizing and handling of Redner's receipts.
- Renewal of Small Games of Chance coming up. Mary will sign.

Chrissy made a motion to accept the Treasurer's Report. Kendra seconded. The motion passed.

Report of the Chair and Trustees: Highlights:

- Discussed options for a path forward without a Director.
- Reviewed Board of Trustees duties.

Report of the Human Resource Committee: Highlights:

- Discussed search for Library Director. Reviewed potential candidates. Kendra will reach out to local colleges that offer a Master's in Library Science degree.
- Discussed the possibility of an Assistant Director.

Report of the Grant Committee: Highlights:

- Discussed STEM ideas for Orphans and Oddfellows Grant. Kendra and Lisa will meet with Sarah.

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

- Ideas for Christmas in Birdsboro discussed. Holding a gingerbread house competition. Selling cookies. Push to have clubs donate cookies. Lisa will work on flyers.
- Ridgewood Winery interested in holding a winter event if library is having one.
- VFW donated \$500.00 to library. Kendra to send thank you.
- Additional ideas for fundraisers: puzzle competition, escape room, murder mystery.
- Kendra to reach out to Angry Anvil for promotion.

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

- No updates at this time.

Report of the Property Committee: Highlights:

- Carpet has been installed. Extra tiles of carpet stored for future use.
- Wooden sign at library entrance to be removed as hours have changed.
- HVAC – research grants for possible replacement of system.

Reopening/COVID Committee: Highlights:

- Story times currently being held outside through November.

Old Business: Highlights:

- Furniture will be arriving soon.

New Business: Highlights:

- Mary to send out terms for new Board members and officers.

Adjournment: At 9:20pm, Kendra made a motion to adjourn the meeting and Chrissy seconded. The motion passed. The next meeting is November 16, 2021 at 7pm.

Respectfully submitted,
Kimberly J. Unger, Secretary