

**FAPL Board of Trustees
Board Meeting Minutes
February 21st, 2023**

Meeting called to Order 6:37

Guests - Andrea Salsano, Becky Wanamaker, District Consultant

In attendance were Library Director Jennifer Schwegler, Heidi Luckenbill, Dave Crissman, Alexa Cooney, Daniel Hoch - Business Manager, Kate Schuler, Marsha Anderson, Mackenzie Weaver, and Diane Dreibelbis via Zoom

Correspondence- Eric Schaeffer contacted the Library about being involved in the 150th Gala. Steven Patterson - Line of Credit has been paid to zero, can continue to carry it or close it out (fees).

There was an approval of Consent Agenda Items: January Meeting Minutes, Library Director's Report for February, and January Financial reports with a motion by Heidi Luckenbill and a second by Mackenzie Weaver. The motion carried.

BCPLS Meeting Report - Berks County Public Libraries award ceremony will be on March 1st, 2023.

Old Business

- Hoedown on 3/24/23 - flyers to distribute
 - Food - meatballs, hotdogs, desserts, cheesecake, chips, Philly pretzels
- Fundraising Letter results - \$12,100
 - We will compare the list of last year to this year and resend letters since some didn't get sent out
- Breakfast Brothers - 140 people, \$200 donation
- Bonfire T-shirt Fundraiser - To be launched in March

New Business

- Fleetwood Bank Line of Credit - has now been paid down to zero. The account can be closed out, or kept open for possible future use; need to discuss pros and cons. Line of Credit good for 5 years (paid it off in 3), can have it for 2 more years, \$150 closing fee - There was a motion to keep the credit line open and reduce to \$100,000 by Heidi Luckenbill with a second by Dave Crissman. Motion carried.
- Small Games of Chance License Renewed for 2023

- 150th Celebration Gala - Library involvement - The library will decline due to donation stipulations for the library
 - The following policies were reviewed and approved with a motion by Marsha Anderson and a second by Kate Schuler: Advertising Materials, Confidentiality of Records Policy, Document Retention Policy, Gift Policy. Motion carried.
 - SAM.gov update - registered
 - New Trustee Orientation - dates & information provided to new trustees
 - Court Ordered Community Service - under 20 hours, no need for board approval was approved with a motion by Alexa Cooney and a second by Kate Schuler. Motion carried.
 - Parade Float - September 30th - Alexa will work on designs and getting books for the float
 - Shades in library - K & H Custom Window Treatments on adult side, ~\$3,000 from the Friends of the Fleetwood Library to pay for it.
 - Reading Eagle newspaper - cancel subscription
 - Staff Development Day - April 28th, the library will be closed. The following people are invited: Flo Weber, Dawn Pennington, Laurie Ayrton, and maybe Cameron Reid. Jen & Stacey Laucks will be attending.
 - April Meeting will need to move to Elevator Room due to Book Sale Set Up
 - Asking Tarsus for donation for senior programs
 - Andrea Salsano - approved as new board member by unanimous vote.
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- An Executive Session began at 8:17pm.
Employee Raises - 5% retroactive raises with a motion by Kate Schuler and a second by Marsha Anderson. 1 opposed, motion carried.

A motion to adjourn at 8:34 was made by Heidi Luckenbill and a second by Mackenzie Weaver. Motion carried.