

Boyertown Community Library
Board of Trustees Meeting
December 13, 2022

Meeting was called to order at 7:00 PM. The meeting was held at the Boyertown Community Library.

In attendance: Chuck Wohl, Cindy Mellor, Rob Kistler, Kathy Kolb, Pat Nunan, Tina Brown, Sara Bates, Justin Hall (virtual), Director Denise Pulgino-Stout

Absent: Kelly Kindig

Guests: Jeff Frederick

1. Call to Order
2. Roll Call
3. Recognition of guests
4. Approval of Minutes of the October Board of Trustees meeting and the Minutes of the Special Board Meeting of November 22, 2022
 - a. Tina motioned to approve the minutes of the October meeting. Pat seconded. All in favor. Motion approved.
 - b. Cindy motioned to approve the minutes of the November special meeting. Tina Seconded. All in favor. Motion approved.
5. Presentation by Jeff Frederick, Glocker Realty, regarding sale of the rental property
 - a. The buyer is requesting a \$15,000.00 credit and a list of 8 repairs, which Jeff discussed in detail. Pat and Jeff met with Chris Class, Class Concepts, to inspect the roof leak at 29 E. Philadelphia Ave. He believes he found the cause, and we are now waiting for an estimate from him for the repairs. The Board then discussed the mold remediation issue and what needs to be done to fix it. Glocker will generate a response to the buyers stating that the requested repairs will be performed, our own mold expert will be brought in for an inspection of the property, and that we are making a counter-offer of a \$10,000.00 credit.
6. Report of the Director
 - a. Denise referred the Board to her November/December report distributed prior to the meeting.
 - b. Denise requested the Board change the meeting room rental policy to allow non-profit groups to rent the room free of charge. Tina motioned to make this change to the policy beginning January 1, 2023. Kathy seconded. All in favor. Motion passed.
 - c. Badriah has taken over the duties of the marketing and fundraising position due to the hiring of a new desk clerk.
 - d. Denise provided detailed notes of the PaLA conference she attended in October.
7. Report of the Treasurer
 - a. Cindy referred us to the financial statements distributed prior to the meeting. She stated that she transferred money from the checking account to the savings account. There was a discussion about bringing in a financial advisor to discuss the library's investment options, especially if the rental property sells.
 - b. There was a discussion about the remaining money that needs to be spent on collections. Denise explained the process of suggesting books or items to be added to the collection.

- c. Tina motioned to approve the financial statements. Pat seconded. All in favor. Motion passed.
8. Committee Reports
- a. Executive (Chuck)
 - i. Chuck discussed the Executive Committee meeting of December 10, 2022, the minutes of which were distributed previously. Kelly has drafted a response to Dr. Carr’s letter about the ongoing water leak repairs. Kathy made a motion to allow Pat to retain an air quality expert to conduct a study up a cost of \$7,500.00. Justin seconded. All in favor. Motion passed.
 - b. Facilities (Pat)
 - i. Pat referred everyone to her report distributed prior to the meeting.
 - ii. Pat met with a library supply company to review items needed for the planned library renovations.
 - c. Finance (Cindy)
 - i. Cindy discussed the 2023 budget proposal distributed prior to the meeting. Denise discussed the increased wage proposals included in the budget to make employee pay wages more competitive, and the possible promotion of Sami Jo to Assistant Director.
 - ii. Pat motioned to approve the 2023 budget. Andrea seconded. All in favor. Motion passed.
 - d. Fundraising (Sara and Kathy)
 - i. Sara and Kathy discussed a stewardship program due to the recent receipt of some large donations.
 - e. Governance (Kelly)
 - i. No report.
 - f. Planning (Tina)
 - i. No report.
 - g. Nominating Committee (Pat)
 - i. Pat presented the proposed slate of officers for 2023. Chuck called for any further nominations from the floor. None received.
 - ii. Pat motioned to accept the slate of officers. Justin seconded. All in favor. Motion passed.
9. President’s Report (Chuck)
- a. There will be a holiday party at the library for staff, board members, volunteers and guests on December 16, 2022 at 5:30 pm. Denise has ordered a large amount of food and the Board discussed extending further invitations to everyone who has volunteered at the library throughout the year. Sara will send invitations.
 - b. Chuck discussed the report of the Friends.
10. Old Business
- a. Pat made a formal motion to the full Board approve the sale of the rental property at 29/31 E. Philadelphia Ave. Tina seconded. All in favor. Motion passed.

11. New Business

- a. Denise has been in discussions with Building a Better Boyertown, who has been working with the new owner of the Twin Turrets Inn to re-home some planters they have outside of their building. Four planters are to be donated to the library.

12. Good of the Order

13. Pat motioned to adjourn the meeting. Tina seconded. All in favor. Meeting was adjourned at 8:43 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on January 24, 2023, at the Library, commencing at 7 PM.

Action Items

Denise will contact the library's insurance broker to see if the policy covers mold remediation.