

Boyertown Community Library
Board of Trustees Meeting
February 28, 2023

Meeting was called to order at 7:01 PM. The meeting was held at the Boyertown Community Library.

In attendance: Tina Brown, Kelly Kindig, Rob Kistler, Chuck Wohl, Kathy Kolb, Pat Nunan, Justin Hall, Andrea Kershaw, Director Denise Pulgino-Stout

Absent: Cindy Mellor, Sara Bates

Guests: None

1. Call to Order
2. Roll Call
3. Recognition of guests
4. Approval of Minutes of the January Board of Trustees meeting of January 24, 2022.
 - a. Justin motioned to approve the minutes of the January Annual Organizational Meeting, and the January Board Meeting. Pat seconded. All in favor. Motion approved.
5. Report of the Director
 - a. Denise distributed a detailed report prior to the meeting.
 - b. Denise is looking into starting an online reservation system for room reservations and program registration, including payment.
 - c. Denise wants to re-allocate money for the adult AV collection. Tina will discuss this with Cindy.
 - d. There was a discussion about the need and cost of replacing aging computers following a report from Jeff Smilko from BCPL distributed by Denise prior to the meeting. Pat motioned to approve the purchase of five new computers and monitors to replace the oldest ones currently in service. Justin seconded. All in favor. Motion approved.
 - e. Denise discussed the need for a community needs assessment. She would like to get together with representatives of other community organizations to perform one. She is currently doing research on the cost and how best to do one.
6. Report of the Treasurer
 - a. Cindy distributed the January financial statements prior to the meeting, and they were discussed. Kathy commented that the near \$600 raised through Network for Good was "groovy." Pat motioned to approve the January financials. Kelly seconded. All in favor. Motion approved.
7. Committee Reports
 - a. Executive (Tina)
 - i. No report.
 - b. Facilities and Planning (Pat)
 - i. Pat referred everyone to her report distributed prior to the meeting.
 - ii. Gehringer service contract quotes were obtained. Rick recommends that we accept a contract. The expected cost is \$15,900.00 annually. Rob will send out details of the contracts.
 - iii. A quote for \$30,627.33 for new shelving in the children's area was obtained. The funding for this comes from the restricted grants the library received for the

children's area. Denise will inquire with the System about finding other vendors so as to follow the library purchasing policy.

- iv. Pat motioned to approve three contracts (estimates provided prior to the meeting) from Powanda & Son Construction for construction in the community room totaling \$21,990.00. Chuck seconded. All in favor. Motion approved.
 - c. Finance (Cindy)
 - i. No report.
 - d. Fundraising (Andrea)
 - i. The committee discussed developing purpose and goal statements.
 - ii. Funds raised by Lindsay's fundraising group will be used to construct a permanent Storywalk at Boyertown Community Park.
 - iii. The Books and Brews event at Union Jack's Congo Hotel will return in September.
 - iv. The committee is trying to recruit more volunteers.
 - e. Governance (Kelly)
 - i. There was a discussion about installing security cameras. Denise has already obtained a quote for exterior cameras. She will get another quote for interior cameras as well.
8. President's Report (Tina)
- a. The sale of the 29/31 E Philadelphia Ave property will go to settlement on March 2, 2023.
 - b. There was a discussion about recruitment of new board members.
9. Old Business
10. New Business
11. Good of the Order
12. Tina adjourned the meeting at 8:33 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on March 28, 2023, at the Library, commencing at 7 PM.

Action Items

None