

Board of Trustees Meeting

Meeting Minutes – February 28th, 2023

In attendance: *John Fraunfelter, Diane Schwab-Sullivan, Aislinn Staaby (Treasurer), Sarah Sechrist (President), Lynn Kreider (Guest), Sarah Bair (Library Director), Connie Keller (Borough Liaison)*

I. Call to Order

- a. 6:32pm

II. Approval January Minutes

- a. John 1st, Aislinn 2nd – APPROVED

III. Good News/Brag Moments

- a. Dolores, Children's Program Coordinator has been doing extremely well and received great reception from parents. Incorporating social-emotional work into lessons and events

IV. Correspondence

- a. Sarah took over correspondence during Diane's time away
- b. Responding to Fall Mailer and sending tax receipts

V. Open Forum for Guests and Friends

- a. Lynn Kreider – brought to Board attention the dissolution of the Friends of the Womelsdorf Library as of February 1st, 2023.
- b. Tax Submission for the year has occurred, and letter was submitted for appropriate notice of dissolution
- c. Balance will be transferred via check to the library – earmarked for Fire & Ice Festival
- d. 1st Fire and Ice Festival meeting to take place on Tuesday, March 28th at 5:30pm, anyone interested in fundraising for the library is welcomed to attend and be part of the fundraising efforts!

VI. Director's Report

- a. Sarah reported numbers for circulation and programming for January 2023, which has exceeded numbers for January 2022
- b. Sarah provided a detailed calendar of upcoming events for March
- c. Sarah, Lynn Kreider, Tim Kreider and Karen will be attending the BCPL Awards Ceremony as the library was nominated for an award for the Fire & Ice Festival
- d. Welcome to Shellington Book Nook Turtle! Thank you to all youth who participated in the naming competition and congratulations to the winners!
- e. Roof updates – leak in the back corner of the library by Sarah's office space. This has been looked at by the borough and is in the process of being repaired
- f. Emergencies at the Library –
- g. Fire and Ice Committee – board representative Diane Schwab-Sullivan

- h. Revision to Bylaw for term limits
- i. Annual Report updates were provided
- j. Staff Development Day on April 28th, 2023, which will also count for Continuing Education Units
- k. Sarah will be attending the PaLA Conference in October 2023
- l. District Consultant Becky Wannamaker will be attending next month's meeting

VII. Financials

- a. 2023 Budget revisions – Amazon Smiles is dissolving and was removed from the budget, Overdrive was changed to Libby, Insurance category was split into Small Business Commercial and Workers Comp to budget for both appropriately, arbitrary Verizon line was removed as it is already covered by Telephone category, PA State Unemployment Fund was allocated for a one-time expense
 - i. Motion to Approve 2023 Budget – Sarah 1st – Dianne 2nd – APPROVED
- b. January 2023 Financials
 - i. Motion to Approve January 2023 Financials – John 1st – Dianne 2nd – APPROVED

VIII. Election of Trustees and Term Reviews

- a. Motion to Approve Removal of Trista Oxenreider as Treasurer – John 1st – Aislinn 2nd – APPROVED
- b. Motion to Approve Dianne Schwab-Sullivan as Correspondence and Banner Program Liaison – John 1st – Aislinn 2nd – APPROVED through January 1, 2024
- c. Motion to Approve Aislinn Staaby as Board Treasurer – John 1st – Dianne 2nd – APPROVED through January 1, 2024
- d. Continuing search for board members to fill current vacancies for board members

IX. Upcoming Fundraising

- a. Romantic Movie Night – suggested donation of \$10, first will be on March 31st
- b. Date Night with a Book
- c. May Book Sale – date to be determined
- d. Paper Pie – two types of fundraisers – Cards for a Cause and a Book Drive, purchase books for the library through their organization
- e. Boyer's Fundraiser – Sarah researching
- f. Moe's Kits – Sarah researching

X. Adjourn the Meeting @ 7:52PM

Next Meeting: Tuesday, March 28th, 2023 at 6:30pm