

Boyertown Community Library
Board of Trustees Meeting
June 27, 2023

Meeting was called to order at 7:05 PM. The meeting was held at the Boyertown Community Library.

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

Absent: None

Guests: None

1. Call to Order
2. Roll Call
3. Recognition of guests
4. Approval of Minutes of the May Board of Trustees meeting of May 23, 2023.
 - a. Cindy motioned to approve the minutes of the May Board Meeting. Kelly seconded. All in favor. Motion approved.
5. Report of the Director
 - a. Denise distributed a detailed report prior to the meeting.
 - b. The AED unit's battery is dead, and new batteries are on back-order. There was a discussion about purchasing a new one until we can get replacement batteries, and then there will be a unit for each floor. Justin offered to ask his neighbor, who is a salesman of AED units, if his company would be willing to donate one. Tina motioned to approve up to \$1750.00 for the purchase of a new unit. Pat seconded. All in favor. Motion approved.
6. Report of the Treasurer
 - a. Cindy discussed the financial reports distributed prior to the meeting. Kathy motioned to approve the May financial statements. Andrea seconded. All in favor. Motion approved.
7. Committee Reports
 - a. Executive (Tina)
 - i. The committee has not met, but Tina has been working with DAZA Development on recruiting new board members. They have developed a potential board member appraisal form.
 - b. Planning (Tina)
 - i. DAZA Development will be helping us fine-tune the strategic plan at the board retreat in September.
 - ii. Tina discussed building a new conference room for board meeting, staff meetings, committee meetings and large study groups. The old conference room was removed in anticipation of building a new bigger room. There was discussion about the money already proposed and approved for other library projects and the pros and cons of building a new room. Cindy stated that cash flow is sufficient to cover the cost of building a new room even without rental income. Pat motioned to take a vote to see if the board would like to move forward with getting more bids to build the room. Tina seconded. Kelly abstained. All other board members in favor. Motion approved. The facilities committee will obtain additional bids.

- iii. Tina discussed the need for new shelving for the childrens area and the A/V room; window treatments on the second floor; painting of the stairwell; and future renovations including new shelving for the main library area, ADA doors, porch step repair and new signage.
 - c. Facilities (Pat)
 - i. Pat discussed the report she distributed prior to the meeting.
 - ii. Pat reviewed the upcoming work already scheduled to be done to the building.
 - iii. Pat explained the need for having a professional paint the stairwell instead of just having Rick do the work, and the quote she got for the project. Cindy motioned to approve \$2575.00 for Dan Kriebel Painting to paint the stairwell. Tina seconded. All in favor. Motion approved.
 - d. Finance (Cindy)
 - i. The committee will meet to discuss options for investing the money from the sale of the rental properties.
 - e. Fundraising (Andrea)
 - i. The committee will be getting a demo from Auxillia donor software on June 29th.
 - ii. There is no date yet for disc golf this year.
 - iii. The second Books and Brews event will be held at Union Jack's Congo Hotel again on September 10th from 1:00-4:00 PM.
 - f. Governance (Kelly)
 - i. No report.
- 8. President's Report (Tina)
 - a. The board retreat will be on September 30th beginning at 9:00 AM with DAZA Development to work on the strategic plan and board development.
 - b. Tina is asking for someone to volunteer to take over as chair of the Planning Committee.
- 9. Old Business
 - a. There was discussion about participation with Amazing Raise and if we wish to continue. Denise will check to see when the membership period ends.
- 10. New Business
- 11. Good of the Order
- 12. Pat motioned to adjourn the meeting. Cindy seconded. All in favor. Motion approved. Meeting adjourned at 8:36 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on August 22, 2023, at the Library, commencing at 7:00 PM.

Action Items

None