



**Board of Trustees Meeting Minutes**  
**Thursday, December 14, 2023**

1. a. **Present:** Brett Amey, Linda Foulke, Harry Heffelfinger, Gerry Hynes, Kathryn Landis, Jennifer Lau, Sue Neumann, Ann Pirnot, Janet Yost (Library Director)  
b. **Absent:** Holly Hildenbrand  
c. Linda called the meeting to order at 7:02 p.m. Short executive meeting was held about gifts for staff.
2. **Approval of Minutes** (Ann) Sue made a motion to approve the minutes, seconded by Jen and approved by all.
3. **Treasurer's Report** (Harry) Jen made a motion to approve the Treasurer's Report, seconded by Brett and approved by all.
4. **Librarian's Report** (Janet)
5. **BCPL Meeting** (Gerry, Sue- November 15) The meeting was very short, lasted 15 minutes.
6. **Municipality Reports:** Annual visit reports. None in November.
  - a. Albany (Linda, Gerry, Sue-1<sup>st</sup> Monday, 7:30 p.m.)
  - b. Greenwich (Harry ,-1<sup>st</sup> Monday, 7:30 p.m.)
  - c. Kutztown (Ann, Kathy, Holly-3<sup>rd</sup> Tuesday, 7:30 p.m.)
  - d. Lyons (1<sup>st</sup> Monday, 7 p.m.)
  - e. Maxatawny (Jennifer 2<sup>nd</sup> Wednesday, 7:30 p.m.)
7. **Friends Liaison Report** (Gerry) did not meet in November. Christmas Party to be held in December.
8. **Committees**
  - a. **Fundraising** (Sue, Harry, Jennifer, Linda, and all)
  - b. **Property** ( Ann, Brett)
    - i. Roof Leak- Ken Horning, who sealed the roof in 2021 will be contacted tomorrow about the leak.
    - ii. **Cleaning service** Linda will ask someone about cleaning the library on a regular basis.
  - c. **Personnel** (Linda, Sue, Kathy)
  - d. **Nominations** (Gerry, Jennifer)
    - i. Board 2024
      - a. With regret, Brett Amey is stepping down from the Board because of family obligations.
      - b. Joanne Yoder was nominated to the board for a 3 year term. Gerry has agreed to serve on the nominations board for another term.

- c. Kathy made a motion to accept Joanne to serve on the board, seconded by Jen and approved by all.
  - ii. Board officers 2024
    - a. All of the officers agreed to serve for 2024:  
President-Linda Foulke, Vice-President-Sue Neumann, Treasurer-Harry Heffelfinger, Secretary-Ann Pirnot
    - b. Gerry made a motion to accept the officers for 2024, seconded by Jen and approved by all.
    - c. Harry requested that someone assist him. Sue agreed to learn and help.
  - e. **Finance** (Harry, Mary Edwards, Rob Gottlund, Vicki Sokoloff) No report.

## 9. Old Business

- a. **2024 budget:** Long discussion on the budget submitted on December 5, 2023 and concern for operating in the black for 2024 & 2025.
  - i. Should Lenhartsville be asked to be part of our library system since they are in Berks County. Sue will pursue this.
  - ii. State funds will be released now.
  - iii. Janet expects cuts in the funding for 2025.
  - iv. Updating our computers part of unfunded mandate and necessary.
  - v. Linda, Harry & Kathy need to meet with Borough to understand the agreement of service we have with the Borough. We need HR and legal advice.
- b. **Goals & Objectives 2023**
- c. **Goals & Objectives 2024:** were reviewed and minor changes made.

## 10. New business

- a. **Non-Library Fundraisers**
  - i. Jen reported on fundraiser at Kutztown Fire Company held by Eric Johnson. \$1500.was raised.
  - ii. Laurel Ziegler offered to help with fundraisers using her leadership expertise
- b. **Annual Report:** Janet sent our annual report to the Berks Public Library.

- 11. **Adjournment:** Harry made a motion to adjourn at 8:52 p.m., seconded by Ann and approved by all.

**Next Meeting: Thursday, January 11 at 7 p.m.**