

Board of Trustees Meeting Minutes

Thursday, August 10, 2023

1. a. **Present:** Linda Foulke, Harry Heffelfinger, Gerry Hynes, Kathryn Landis, Jennifer Lau, Ann Pirnot, Janet Yost (Library Director)
b. **Absent:** Sue Neumann
c. Linda Foulke, President called the meeting to order at 7:04 p.m.
2. **Approval of Minutes:** (Ann) Jen made a motion to approve the minutes, seconded by Kathy. All approved.
3. **Treasurer's Report** (Harry) Ann made a motion to approve the Treasurer's Report, seconded by Gerry. All approved.
4. **Librarian's Report** (Janet) Pop's Malt Shoppe treated 195 people to ice cream on the Library lawn. So well received.
5. **BCPL Meeting** (Gerry) August 16, Nov. 15 Gerry found the diversity, equity, inclusion training sponsored by the BCPL very valuable.
6. **Municipality Reports:** no reports
 - a. Albany (Linda, Gerry, Sue-1st Monday, 7:30 p.m.)
 - b. Greenwich (Harry 1st Monday, 7:30 p.m.)
 - c. Kutztown (Ann, Kathy, Holly 3rd Tuesday, 7:30 p.m.)
 - d. Lyons (1st Monday, 7 p.m.)
 - e. Maxatawny (Jennifer 2nd Wednesday, 7:30 p.m.)
7. **Friends Liaison Report** (Gerry)
No meeting in July. Friends working on Bingo fundraiser at the Lyons Fire Co. for Oct. 22.
8. **Committees**
 - a. **Fundraising** (Sue, Harry, Jennifer, Linda, and all
 - i. Books, Brews & BBQ event on July 16, 2023 was sold out with 104 people. Library was not charged rental & Dietrich's donated the ice cream. Net profit was \$3,521.57
 - ii. Annual Appeal Letter-September. First draft of letter was presented and suggestions were made. The appeal will be for new computers for patrons and staff.
 - b. **Property** (Ann)
 - i. Community Room Door project: Janet will check with Builders Door and Hardware Inc. for starting date.
 - ii. Plumbing: new water heater and water softener were installed and other plumbing issues were addressed. This was over budget but necessary.
 - iii. Bollard: Video coverage identified who hit the bollard. Their insurance company will pay for it.

- c. **Personnel** (Linda, Kathy)
- d. **Nominations** (Gerry, Jennifer)
Brett Amey was nominated as new board member to fill the unexpired term of Josh Sprinkle. Gerry made a motion seconded by Ann and approved by all.
- e. **Finance** (Harry, Mary Edwards, Rob Gottlund, Vicki Sokoloff) no report

9. **Old Business**

- a. Eagle Scout outdoor seating project will not take place. Scout graduated high school and has moved on.
- b. Diamond Jubilee-75th anniversary: After examining the history, the celebration will take place in 2025. All ideas will be saved for discussion in 2024.
- c. Governance committee: not necessary, at this time.

10. **New business**

- a. Goals and Objective progress report reviewed
- b. Policies: Mission Statement, Internet Access, Collection Development, Conflict of Interest, Nepotism, Personnel Service.
A motion was made by Jen, seconded by Harry & approved by all to amend the above policies.
- c. Bylaws: First reading was made at meeting. Changes and updates will be emailed for perusal. Finalization of amendments to the bylaws will be voted upon at the September meeting.
- d. State budget: Funds are available for the next six months. Waiting for approval of the next year's State budget.
- e. Assistant Library Director, Jackie Sharayko, was awarded a Master's Degree in Library and Information Science. Staff celebration was arranged. Gerry made a motion, seconded by Ann and approved by all to award Jackie a 10% raise in recognition.

11. **Adjournment:** Harry made a motion, seconded by Jen to adjourn the meeting at 8:30 p.m.

Next Meeting: Thursday, September 14 at 7 p.m. with Becky Wanamaker