



Board of Trustees Meeting Minutes
Thursday, November 9, 2023

1. a. **Present:** Linda Foulke, Harry Heffelfinger, Gerry Hynes, Kathryn Landis, Jennifer Lau, Sue Neumann, Ann Pirnot, Janet Yost (Library Director)
b. **Absent:** Brett Amey, Holly Hildenbrand
c. Linda called the meeting to order at 7 p.m.
2. **Approval of Minutes** (Ann) a. Please note that after the Board meeting on October 12, a change was made to the closing of the Library early on Saturdays for 10 weeks, #10.b.ii. For convenience sake, the Library will close on Saturdays, for those 10 weeks at 2 p.m. rather than 1 p.m.
b. Jen made a motion to approve the minutes, seconded by Kathy and approved by all.
3. **Treasurer's Report** (Harry) Sue made a motion to approve the Treasurer's report, seconded by Ann and approved by all.
4. **Librarian's Report** (Janet)
5. **BCPL Meeting** (Gerry, Sue- November 15)
6. **Municipality Reports:** Annual visit reports
 - a. Albany (Linda, Gerry, Sue-1st Monday, 7:30 p.m.) Sue went to meeting to thank Albany for their support.
 - b. Greenwich (Harry, Brett-1st Monday, 7:30 p.m.)
 - c. Kutztown (Ann, Kathy, Holly-3rd Tuesday, 7:30 p.m.) Harry, Kathy & Holly went to thank Kutztown for their support.
 - d. Lyons (1st Monday, 7 p.m.)
 - e. Maxatawny (Jennifer 2nd Wednesday, 7:30 p.m.)
- f. Each municipality must contribute \$1. Per person in order for the Library to get matching funds from Berks County Public Libraries. All municipalities contribute \$1. or a little more.
Each municipality is encouraged to contribute more ex. \$5. per person.
7. **Friends Liaison Report** (Gerry)
 - a. Bingo Fundraiser at Lyons Fire Company was a success raising a little under \$3000. No cost for site or hot dogs. Desserts provided by the Board and the Friends were gone in minutes.
 - b. Bus trip to Winterthur had 32 people signed up
 - c. Bus trip to NY had 34 people signed up
 - d. There is a wait list for the Sayre Mansion tour on Dec. 3.
 - e. Christmas Party planned for Friends at Ozgoods.
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 called to address the problem.
 - ii. Cleaning services: Deep cleaning of carpets and floors is necessary. Gerry made a motion that Stanley Steamer be hired for the job. Harry seconded the motion and all approved.
- c. **Personnel** (Linda, Sue, Kathy)
- d. **Nominations** (Gerry, Jennifer)
- e. **Finance** (Harry, Mary Edwards, Rob Gottlund, Vicki Sokoloff)

9. Old Business

- a. 2024 budget draft
 - i. The figures: **2023-** Income \$272,567, expenses \$272,219, **surplus \$348.**
2024-income \$256,036, expenses \$281,850, **deficit \$25,814.**
 - ii. Some reasons for change:
 - a. 2020 census under reported people
 - b. Municipality funding is weak. \$1. Is necessary for matching funds and all municipalities comply. Good funding would be \$5. Per person.
 - c. Unfunded mandates for computers and healthcare.
 - d. Formula for matching funds from the County has changed. If other public libraries are 10 miles or more away, you get distance support. We are not.
 - e. PR issues: a. books are cheaper than e books that have limited use & are more expensive. b. If you use “Libby” it is free for you, but the library pays the cost. So you should support the library for this service.
 - f. Budget discussion: We explored ideas for increasing our income and reducing our expenses. A discussion of personnel was had with the expectation that changes would occur during 2024.
- b. By Laws: Gerry made a motion seconded by Kathy and approved by all to minor changes and updates.

10. New Business

- a. Goals and Objectives will be reviewed at the next meeting.

11. **Adjournment:** Ann made a motion, seconded by Harry and approved by all to adjourn the meeting at 8:40 p.m.

Next Meeting: Thursday, December 14 at 7 p.m.