

**Kutztown Community Library  
Board of Trustees Meeting Minutes  
October 13, 2022**

**1. Introductions:**

- a. Present: Linda Foulke, Harry Heffelfinger, Gerry Hynes, Judy Koller, Lucy Muth, Ann Pirnot, Joshua Sprinkle
- b. Others: Janet Yost (Library Director)
- c. Absent: Barbara Coffin
- d. **Commencement:** Ms. Muth called the meeting to order at 7 p.m.

**2. Board Minutes**

- a. Corrections were made to the September 2022 Meeting Minutes. A motion was made to approve the corrected minutes of the September meeting. The motion carried.

**3. Treasurer's Report:** Mr. Heffelfinger

- a. A motion was made to approve the Treasurer's report subject to audit. The motion carried.
- b. Mr. Heffelfinger will propose amending the budget at a future meeting.

**4. Library Director's and Youth Librarian's Reports:**

- a. Many strange activities occurred this week at the library and was attributed to the full moon.

**5. BCPL Report:** Ms. Hynes

- a. Ms. Hynes reported that the next BCPL meeting is November 16.

**6. Municipality Liaison Reports**

- a. Albany: (Ms. Foulke and Ms. Muth) Ms. Muth reported the Girl Scouts will install a StoryWalk with a dedication in November.
- b. Greenwich: (Ms. Coffin and Mr. Heffelfinger) No report.
- c. Kutztown: (Mr. Sprinkle, Ms Pirnot) No report.
- d. Lyons: No report.
- e. Maxatawny: (Ms. Koller) Ms. Koller attended the meeting and gave a report on the library's statistics.

**7. Friends Liaison Report:** (Ms. Hynes)

- a. Ms. Hynes reported that the October 2 Bingo event was EPIC! Over 100 attended with \$3,400 profits. Boscov's Friends Helping Friends passes were also sold.
- b. 600 Gonser Gazettes were mailed out in September.
- c. Friends will sponsor teen book boxes.

**8. Committees**

- a. **Fundraising:** (Ms. Coffin, Mr. Heffelfinger, Ms. Koller).
  - i. NYC bus trip on October 15 has 46 seats sold.
  - ii. Art Fest Raffle basket tickets will be sold at Albany Historical Society. Table will be manned by Ms. Foulke 9 a.m.-12:30p.m. and by Mr. Sprinkle 12:30 p.m. to 4 p.m.
  - iii. 2023 BBQ- no report.
  - iv. Annual Appeal- Ms. Hynes attended online training on successful appeal letter writing.

- b. **Property:** (Mr. Sprinkle)
    - i. Steve Groff, handyman, completed the small projects around the library.
    - ii. Wentzel Electric will be contacted to learn of the status of the project.
  - c. **Personnel:** (Ms. Muth)
    - i. No report
  - d. **Nominations:** (Ms. Hynes)
    - i. All 2023 openings are filled.
9. **Old Business:**
- a. The Berks County Commissioners offered \$3,469.90 as a one-time reimbursement for fines from 2015 to 2020 if we eliminated overdue fines for standard library material went fine free beginning January 2023. A motion was made to accept. The motion carried.
10. **New Business:**
- a. 2023 Budget was present by Mr. Heffelfinger. A motion was made to accept. The motion carried.
  - b. It was suggested that library news be included in our municipality newsletters but it was determined most do not have a newsletter.
11. **Other:** Next Board meeting is scheduled for Thursday, November 10 at 7 p.m.
12. **Motion to Adjourn:** (8:06 p.m.) A motion was made to adjourn. The motion carried.

Respectfully submitted by Linda Foulke, acting Secretary