

**Kutztown Community Library
Board of Trustees Meeting Minutes
August 11, 2022**

1. Introductions:

- a. Present: Barbara Coffin, Harry Heffelfinger, Gerry Hynes, Judy Koller, Lucy Muth, Joshua Sprinkle
- b. Others: Janet Yost (Library Director)
- c. Absent: Linda Foulke
- d. **Commencement: Ms. Muth called the meeting to order at 7 p.m.**
- e. It was agreed that Mr. Sprinkle would act as temporary Secretary for the meeting.
- f. Discussion of Board resignations: Robert Shade, Mary Beth Miozza

2. Board Minutes

- a. Approval of the July 2022 Meeting Minutes. A motion was made to approve the minutes of the July meeting. The motion carried.
- b. A motion was made to accept the resignations of Mr. Shade & Ms. Miozza without prejudice. 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. A motion was made to approve the Financial Investment Report subject to audit. The motion carried.

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

- a. Beyond Kutztown programs continue to be of interest to patrons.
- b. StoryWalk launched on Kutztown Day to the delight of many.

5. BCPL Report

- a. Next meeting is scheduled for August 17.

6. Municipality Liaison Reports: Ms. Muth

- a. Albany: (Ms. Foulke and Ms. Muth) No report.
- b. Greenwich: (Ms. Coffin and Mr. Heffelfinger) Mr. Heffelfinger sent a letter that successfully convinced the Municipality to increase funding to \$1 per person.
- c. Kutztown: (Mr. Sprinkle) No report.
- d. Lyons: No report.
- e. Maxatawny: (Ms. Koller) Ms. Koller attended the Maxatawny meeting, introducing Ms. Tara Sanders and discussing the StoryWalk grand opening.

7. Friends Liaison Report: (Ms. Hynes) Ms. Hynes discussed the October 2nd Bingo event, noting that the solicitation of prizes from merchants had begun. Also discussed: the December 7th Sayre Mansion Tea fundraiser, which had a maximum capacity of 30 with only 7 seats remaining as of the Board Meeting.

8. Committees

- a. **Fundraising:** (Ms. Coffin, Mr. Heffelfinger, Ms. Koller)
 - i. The Books, Brews & BBQ event was discussed and deemed successful. A profit of \$1800 was cleared, the band contributed a portion of their payment, and ice cream was donated by Dietrich's. Making the event a yearly fundraiser was discussed, once again utilizing The Messy Pig for

catering, and possibly reaching out to Hanna Violet for music. It was noted that additional options for publicity should be explored for next year's event.

- ii. The October 15th NYC bus trip was discussed. 25 of 50 available seats have been purchased.
- iii. Raffle baskets have been sent for the October 22nd Berks History Tour.

b. Property: (Mr. Sprinkle)

- i. The roof leak was discussed. Prior to a recent substantial rainfall, Ms. Yost marked the tiles that had shown evidence of leaks and no further expansion of the leaks was evident after the rain.
- ii. It was noted that electrician Dustin Wentzel had been paid 50% of his fees upfront, but had not scheduled any work. Ms. Yost noted she would contact him by email or provide Mr. Sprinkle with his email to reach out.

c. Personnel: (Ms. Muth)

- i. It was noted that Jackee Sharayko's hourly wage had dropped to \$17.00 from \$17.78 when she went full-time. A motion was made to increase her hourly rate to \$20.00. The motion carried.

d. Nominations: (Ms. Hynes)

- i. 4 of 5 open board positions have been filled. Ann Pirnot (Kutztown) will replace Mr. Shade and fill the role beginning in September 2022. Sue Neumann (Albany), Kathy Landis (Kutztown), and Jennifer Lau (Maxatawny) will all begin their terms in January 2022. A motion was made to approve the nominations. The motion carried.

9. Old Business: None

10. New Business:

- a. Mr. Heffelfinger discussed the idea of setting up a Foundation to look after the Library's financial concerns. The Foundation could be composed of Board members as well as non-members. The development of the Foundation is still in its early stages.

11. Other: Next Board meeting is scheduled for Thursday, September 8, at 7 p.m.

12. Motion to Adjourn: (8:21 p.m.) A motion was made to adjourn. The motion carried.

Respectfully submitted by Joshua Sprinkle, acting Secretary