

**Bernville Area Community Library  
Board of Trustees Meeting  
Monday, December 13, 2021**

**Members Present:** Bob Soltzfus, Sarah Jones, Christel Wenrich, Jason Wenrich, Shawn Raup-Konsavage

**Library Director:**

**Call to Order:** Bob at 6:00.

**Guest:** Alicea Rodig

**Dates to Remember:** Next Meeting 1/10/22 @ 6PM

**Secretary's Report:** Accepted-Jason moved, Bob seconded. All in favor.

Sent prior to meeting by Sarah for approval and changes.

**Treasurer's Report:** Accepted-Sarah moved, Jason seconded. All in favor.

Christel is researching the minimum requirements from the state regarding unaudited financial statement review, a review, and an audit

2022 Budget Accepted-Jason moved, Bob seconded. All in favor.

Vote to reset checking account balance by transferring excess into savings-Shawn moved, Bob seconded. All in favor.

**Director's Report:**

**Old Business**

1. Building updates
  - a. We are still anticipating a visit from the architect to see current building use
    - i. Shawn encouraged the board to
      1. Begin visiting other libraries focusing on co-branded libraries
      2. Begin looking at how the library is used and how it could be used, i.e. the computers could be replaced by loaner laptops and each table have a charging station
      3. Begin crafting a vision statement and story in order for fundraising as the building project gets started, a marketing scheme
      4. Begin looking at the budgeting for building
        - a. Bob will craft a letter to county and district requesting meeting attendance by those responsible for assisting us in building
        - b. Alicea shared that we will receive county coordination aid earmarked for a library of things, i.e. non-media shareable materials
2. Vote on Officers 2022- Shawn moved, Christel seconded. 4 yeahs, 1 nay
  - a. President-Bob
  - b. Secretary-Sarah
  - c. Treasurer-Christel
  - d. King of Fundraising-Jason
3. Meeting publication
  - a. Sarah contacted Lynn Strausser at the Reading Eagle. The meeting notice will appear in the Eagle Dec 13-Jan3.
  - b. Be on the lookout for the announcement. The County requires a copy and/or the copy of the bill.

4. Fundraising
  - a. The pasta fundraiser closed; the goal of \$500 was met. We will receive 40%.
  - b. Jason brought a Reading Phils fundraising potential for 2022
    - i. Suggested that we speak to highschool coaches to see if players would be involved in selling ticket books
    - ii. Those selling 12+ booklets would be entered into a raffle
    - iii. Bob will cover discussions with CW. Jason will talk with Tulpy athletics.
5. Bi-Law changes were adapted. Shawn moved, Jason seconded. All in favor.

### **New Business**

1. Director
  - a. We have received several resumes and are sorting through the options
  - b. Change the safe combination
  - c. Nadia is taking care of hotspots and creating policy manuals. We will ask her to also check emails especially regarding county and district deadlines
  - d. Debe is covering staff schedules
  - e. Alicea has begun a packet that needs to be turned into county
  - f. Director and Youth Services meetings are going to be held bimonthly in person in 2022
    - i. Required to attend 80%-this requirement causes staffing issues when in-person attendance is required
    - ii. We did not meet the requirement in 2021 and will receive a letter.
    - iii. Bob is contacting county to learn how this is to be handled since we have no director
    - iv. The off months will be virtual CE trainings
      1. Directors need 10 hr/year
      2. Other employees who average 20+ hours/week need 6 hr/2 years.
2. County-wide Programming 2022 in which we must participate in some way
  - a. Share Your Library Story—how can we use this information for marketing
  - b. Longwood Gardens Community Read—we need an adult and children's program
  - c. Summer Reading
  - d. Young Reader's Week or Universal Human Rights Month
3. Approach Churches to put library happenings in bulletins
  - a. St. Thomas
  - b. Friedens
  - c. Blue Mountain Zion

**Adjournment:** Sarah moved, Bob seconded. All in favor.

Sarah Jones, Secretary