

Boyertown Community Library  
Board of Trustees Meeting  
May 23, 2023

Meeting was called to order at 7:01 PM. The meeting was held at the Boyertown Community Library.

In attendance: Tina Brown, Kelly Kindig, Cindy Mellor, Rob Kistler, Pat Nunan, Justin Hall (virtual), Andrea Kershaw, Sara Bates, Kathy Kolb, Director Denise Pulgino-Stout

Absent: None

Guests: District Consultant Becky Wanamaker

1. Call to Order
2. Roll Call
3. Recognition of guests
  - a. Becky Wanamaker, District Consultant, made her annual board meeting visit.
4. Approval of Minutes of the March Board of Trustees meeting of April 25, 2023.
  - a. Pat motioned to approve the minutes of the April Board Meeting. Kelly seconded. All in favor. Motion approved.
5. Report of the Director
  - a. Denise distributed a detailed report prior to the meeting.
  - b. Denise discussed the decision to give office space to Sami Jo and Sairra.
  - c. Denise discussed what she plans to do if we receive the BCCF grant again. She would like to purchase carts for the “maker machines.”
  - d. Denise will be on vacation May 26 – June 4, 2023 and will have limited to zero internet access. Sami Jo will be in charge in Denise’s absence.
  - e. The Wine Walk on May 19th was successful. Attendees like the variety of wine the library had to offer.
6. Report of the Treasurer
  - a. The money from the sale of the rental property was transferred to the savings account. The bank increased the interest rate to 2.75%.
  - b. Cindy addressed a question from last month’s meeting; the amount credited to “fines, lost cards and fees” was due to a lump sum payment from the System for going fine-free. Denise noted that patrons really like the new fine-free policy.
  - c. Andrea motioned to approve the April financial statements. Sara seconded. All in favor. Motion approved.
7. Committee Reports
  - a. Executive (Tina)
    - i. The email vote to approve the DAZA Development contract was formally acknowledged. The contract will begin June 1, 2023. DAZA has already begun starting to prepare.
    - ii. Chuck resigned his position via email on May 15, 2023. Tina responded via email, there will be no further formal response.
    - iii. Tina discussed the board member recruitment process the Executive Committee is currently handling.

- iv. Kelly asked Becky if the System has ever considered having a group health insurance plan for the entire district. Becky stated that it is something they plan to research in the future.
    - v. The email vote to approve the contract from Structure Guard to perform the brickwork was formally acknowledged.
  - b. Facilities (Pat)
    - i. Pat discussed the scheduled work to be done.
    - ii. Pat gave an update on the BitCreative contract.
    - iii. Pat discussed the completed remodeling projects, the painting and carpeting of the 2<sup>nd</sup> floor, and the new flooring in the kitchen is finished.
    - iv. Pat requested a motion to approve \$2575.00 for Kriebel Painting to paint the stairwell walls. Justin made a motion to approve. There was a discussion about the budget for all of the strategic planning. The Planning Committee is working with the Finance Committee to develop an overall budget for the project. The motion was tabled for the time being.
    - v. The Friends have agreed to purchase four benches to be installed out front and on the porch/ramp.
    - vi. Pat discussed the plan for the lighting of the stained glass windows.
  - c. Finance (Cindy)
    - i. No report.
  - d. Fundraising (Andrea)
    - i. The committee continues to work on the basket raffle fundraiser.
    - ii. The Books & Brews fundraiser will be held September 10, 2023 at Union Jack's Congo Hotel from 1-4 PM.
  - e. Governance (Kelly)
    - i. No report.
  - f. Planning (Tina)
    - i. The committee will be meeting June 8, 2023 to work on the overall budget for the remodeling project.
- 8. President's Report (Tina)
  - a. Committee assignments were distributed via email.
  - b. The library will not be moving forward with the Derck & Edson contract.
  - c. Board meeting minutes will now be distributed as soon as they are written.
- 9. Old Business
- 10. New Business
- 11. Good of the Order
- 12. Pat motioned to adjourn the meeting. Andrea seconded. All in favor. Motion approved. Meeting adjourned at 7:58 PM

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on June 27, 2023, at the Library, commencing at 7:00 PM.

Action Items

None