

Meeting Minutes of Brandywine Community Library Board of Trustees March 23, 2023

Attendees: Amy P, Karen, Heather, Nicole, Jessica, Mary (Zoom), Amity

Absent: Amy C, Doug, Melissa

1. Motion to Call To Order at 6:33 pm: Nicole, Second: Karen
2. Previous Month's Minutes: motion to approve: Amity; Second: Nicole
3. Financial Report: Doug not present and he didn't bring any issues to Heather's attention, all good. Annual letter - Heather is tracking each month and if people gave in fall did they give in spring also. Checking balance \$199,501.55. Motion to approve financial: Karen, Second: Jess
4. System Meeting dates: 5/17, 8/16, 11/15
Next Meeting Date 5/17 Karen (agenda comes about 1 week before)
Concern letter for approval- Amy P to work with Amy C on having a collaborative email with other library boards to share concerns, BCL may have to take lead on letter, deadline in August meeting
5. Librarian's Report
 - Full April Calendar
 - PA turnpike presentation: April 11 at 6:00 pm at BCL, please share flier
 - Ladies Night Out: April 28 7:00 to 11:00pm, will have a quiet area to read and then a hex sign painting activity to socialize
 - Collection Development Policy with updates: Motion to approve: Karen, Second: Nicole
 - Social Network Policy - no changes: Motion to approve: Karen, Second: Amity
 - Youth Service: Teen reading lounge grant for Book Club, need 8-10 kids. April 3 kickoff on TNT night, Alan Gratz book. We need to raise funds for grant to show we are contributing. Plan to take a bus to Holocaust museum in DC. Also to meet Alan Gratz in Kutztown. Amber's husband may be able to get German Students to come and talk with our TNT group.
 - Abby is working again this summer
 - Eagle Scout Project: ideas message board, shelving units, hanging unit on wall in kids room, signage/label for each area, outdoor summer home for Sheldon on patio. Heather to decide what is most wanted/needed.
 - 7 foot dinosaur someone wants to give us: NO, no space and safety issue
 - NoveList: database on website to help find your next read, Heather to send us a link

- T-shirt sale: up and running at Geist, link online to order and then Heather will pickup and patrons can pick up at the library. May 1st is order deadline. Mini fundraiser, we will get \$3 per shirt. Theme "All Together Now"
- 8th grade student library card signup: send form to school for all 8th graders, parent would need to sign a form for a card and see parent ID or maybe school can validate. Heather to find out more info.
- Library of Things: added greeting card kits: other ideas? Folding table?
- Lights: Maintenance looking to swap lights to all LED lights
- Turning 18 - send letter to them to change their card to an adult card and they can then pick out a book from book sale room
- Passport: looking at possible program; staff visit libraries? Promote other libraries? Go to each library and get a stamp and tell what you liked about other libraries. Heather to approach Stephanie at System

6. Fundraising

- New- Fundraising Calendar- Thank you Nicole
- Hoagie Sale next Sale April 3-17 with 25th pickup (Alternating Months) Nicole
- Wine & Stein (May 20, 2023)
 - Sponsor update: Amy/Heather Meeting to Finalize March 24 (alittle more progress in sponsors than last year)
 - Raffle Donations in progress
 - Kalahari option: pass too much \$ up front from us and alot of blackout dates
 - Ticket sales start date April 3: Spread the word!
- National Library Week mailing (March-April): received \$935 already in the first week: Heather tracking numbers
- Deka Letter -Amy P Motion to approve: Jess, Second: Nicole
- Yoga Fundraiser -Mary messaged Nancy (patron) for goat yoga in Fleetwood area and waiting for response (Mary to touch base again). Fleetwood library on board with this.
 - Peter Pickle (May/September)- Nicole: Wine and Stein to launch May
 - Honey- (March/August) in progress Orders Due 3/25, Delivery 4/14- Nicole
 - Paisley and Company- (April/November) Jessica: Orders due 4/24, Delivery 5/5 (Someone needs to pick up orders at Paisley on 5/4)
 - Candy Bars ongoing -Library staff
 - Sheldon's Birthday Turtle Trek (August 12)- Mary. We got grant from M&T Bank for \$500; Topton Boro approved event, need details
 - Vendor Fair (November) Heather to contact the home for Auditorium request

7. Community Outreach

-Township Advocacy Plan visits for April/May to update on Summer Reading & Wine and Stein

-Longswamp May 9 @7 PM Amy C

-District first Wednesday of each month at 7 p.m, aiming for May: Amy P.

-Topton April 10 @7 pm (Jess) /May 8 (Jess unavailable)

-Rockland - April 10 (Karen can't go) or May 8th 7pm

- Karen to prepare packets/script for us to use at these meetings

8. Old Business

-Rotary Grant- approved! Amount TBD

-Heather annual review March 24

-Human Library on hold: Kutztown having theirs next week

-Reminder- Board Email bclibraryboard@gmail.com

9. New Business

-Mask update: Amy C's boss had meeting with Diakon to ask about masks: meeting was 3/23 (she went right to the top), awaiting results

-Topton Borough Earth Day- April 22, 9-12am (clean up trash on streets and areas), need volunteers and we need some present from board, we could advertise this, possibly have TNT group go? Amity to volunteer to go

Motion to Adjourn Meeting at 8:10 pm: Nicole, Second: Jess

NEXT BOARD MEETING Thursday, April 27, 2023 6:30 PM