

**Brandywine Community Library Meeting - Board of Trustees
September 28, 2023 6:30 PM**

Visitor Recognition: Becky Wanamaker (BCPL), Colleen Kristula

Attendees: Amy P, Heather, Mary, Amity

Absent: Doug, Nicole, Melissa, Karen, Jessica

1. Call To Order 6:30pm
 - a. No quorum

2. Previous Month's Minutes
 - a. Approved by email

3. Review of any email approvals between meetings if any
 - a. Fall Annual Campaign letter vote 9/13/23 - approved by email

4. District Consultant presentation
 - a. Becky Wanamaker gave a handout and a presentation on the roles of the library board and the library director.

5. Financial Report- approved by email

6. System Meeting 11/15 -Karen/Missy

7. Librarian's Report -Heather
 - a. Reading Philharmonic on 10/21 (2nd year)
 - b. Teen-tober is on the schedule for the month of October.
 - c. Update programming policy
 - d. Linda retiring, last day 10/23, cake; training Joyce
 - e. Carpet cleaning 10/9
 - f. Two grants from Kutztown rotary
 - i. Dinner on 11/9 for recipients
 - g. Trustee Workshop on Financial Statements, optional
 - h. Polaris changing to new program in 2024
 - i. Library visit/bingo card type program 2024
 - j. Elmwood park zoo pass replaced
 - k. Update and Youth Services Report
 - i. Teentober
 - ii. video/gaming grant for teens, school-age, families - changing work schedule for Amber

iii. School visits

8. Strategic Plan for 2024

- a. committee to review the feedback from community
- b. Board to review

9. Fundraising

- a. Hoagie Sale (Alternating Months) Nicole- October
- b. Candy Bars ongoing -Library staff
- c. National Library Week mailing (March-April)
- d. Fall Annual Letter- approved via email vote
- e. Deka Letter- received notification of annual contribution \$1000. Will show in Other Grants in budget
- f. Yoga Fundraiser -Mary, can revisit in 2024
- g. Peter Pickle (May/November)- Nicole
- h. Honey- (March/September) Nicole
- i. Paisley- (April/November) Jess
- j. Sheldon's Birthday Tortoise Trek (August)
 - i. Results- Mary: positive results
- k. Vendor Fair (November 11) Jess
 - i. Meeting Update and needs - notes via email
- l. Wine & Stein May? 2024 (brought in over \$4k profit)
 - i. Create Planning Committee (need to pick date, site, collaborate with Kutztown? Many decisions here)
 - ii. Jenn Johnson agreed to help with food only
- m. Bus trip to New York
 - i. Need someone to be the contact person and check tickets
- n. Dryer balls? (Nicole)

10. Community Outreach

- a. Township Advocacy Visits for September
 - i. Longswamp- 9/26 meeting
 - ii. District- Amy P Next mtg ~10/19, packet emailed in Sept.
 - iii. Topton- Jess- meeting 9/11 done
 - iv. Rockland- Karen done 9/11
- b. Topton Community Events
 - i. Trunk or Treat 10/27 at BHHS (Amy)

11. Old Business

- a. Kutztown Rotary Grant- Heather
 - b. Orientation Packet Update -Melissa
12. New Business
- a. Create Nominating Committee- Mary, Amity, Amy
 - b. Open board seat now and another in April
 - c. Annual Trustee Agreement
 - i. Need any changes?
 - ii. Need to sign (January?)
 - d. BCPL Membership Agreement
13. Public Comment * Public comment limited to residents and taxpayers
- a. No public comment.
14. Adjourned at 7:46 PM.

NEXT BOARD MEETING Thursday, October 26, 2023 6:30 PM

Board Email bclibraryboard@gmail.com