

**Boone Area Library Board of Trustees Meeting
Tuesday, February 21, 2023**

Call to Order: The meeting was called to order at 7:00 pm by Chair Chrissy Mittura. Those in attendance were Trustees Chrissy Mittura, Noemie Eardley, Robin Fox, Nicole Sapna, Kendra Hettel, Library Director Ashley Allen and Bookkeeper Penny O'Donnell. Also present were Rob Hettel and Michelle Diekow.

Minutes: The Minutes of the January 2023 meeting were reviewed. Chrissy motioned to accept the minutes. Kendra seconded. Motion passed.

Report of the Director: Presented by Ashley. Highlights:

- Harry Potter themed programs are coming up
- Community Room is rented on March 5th
- First Book Tasting program is March 23rd.
- Ashley will be taking some vacation days.
- The format has changed for the systems report.
- Circulation is up.

Report of the Treasurer: Presented by Kendra. Highlights:

- We have begun to use Bill Pay per our amended Purchasing Policy.

Nicole made a motion to approve the Treasurer's Report. Noemie seconded. The motion passed.

Report of the Chair and the Trustees: Highlights:

- Noemie and Nicole will be attending the new trustee course in Leesport
- The systems awards are March 1st
- Systems meeting was attended by Chrissy and Nicole

Report of the Grant Committee:

- Target Circle Grant-Rob Hettel will investigate
- Noemie inquired about grants that could be followed up on. Ashley will distribute the list to the board

Report of the Fundraising Committee: Highlights:

- We sold 12 Moe's kits for \$129.00 profit. We will publicize other locations if we do it again.
- Nicole reported we are waiting for approval from Birdsboro for June 24th Duck Race date.
- We are preparing to sell tickets for the Spring Garden Party. Nicole will send a list of things we need.

Report of the Property Committee: Highlights:

- Closet lights have been replaced
- A date will be set for cleaning out the board closet

Report of the Policy Committee:

- Chrissy will make some additional updates to the Personnel Policy and we will vote by Slack.

Capital Campaign:

- Chrissy distributed a list of ideas for the steps for a capital campaign.
- Kendra made a motion to launch a capital campaign. Robin seconded it.
- The staff will start preparing a letter and trifold to launch the campaign.
- The Board will create an itemized wish list with estimated costs chart and create a corporate list.

New Board Members:

None

Old Business:

- We are still investigating artwork for new library merchandise.

New Business: None

Adjournment: At 8:53pm, Chrissy made a motion to adjourn the meeting and Kendra seconded. The motion passed. The next meeting is March 21, 2023 at 7pm.

Respectfully submitted,
Robin Fox, Secretary