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Board of Trustees Meeting

June 28, 2023

Meeting Minutes

Voting Trustees present: Alex McCarty, Colleen Stamm, Rosanna Lindquist, Kera Palm, Kristine Bonfitto, Allison Kalbach

Staff Present: Natasha Donaldson

Guests: Susan Johns

Call to Order: 7:02 PM

Consent Agenda

- Approval of minutes of May 24, 2023 meeting
- MCL Librarian's Report

Motion to accept consent agenda. 1st from Kristine, 2nd by Alex. Motion approved.

Treasurer's Report

-We are behind in paying Diane, our bookkeeper, but that is due to her own invoicing process and not a lack of oversight from the library. Library remains in a good cash position.

-HVAC-Several compressors are aging and will need to be replaced. We have a quote from All Temp. We do not have enough in the maintenance budget to cover cost. We have multiple aging compressors that will need to be replaced (2 additional units). Discussion about whether additional quotes are needed or if we would be able to obtain a discount for replacing multiple units. Timeline for repair should also be a factor in this decision.

Alex mentioned that this might be eligible for a community grant from community days.

If we cannot obtain alternate quotes or plans to provide an alternate quote by next week, then we will e-vote on agreeing to move forward by Friday, June 30, 2023.

New Business

Policy Review

- Personnel Policy
- Remote Work Policy



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- Social Media Policy

Motion to accept policies as written: 1st from Alex, 2nd by Colleen. Motion approved.

Request for Board Agenda Inclusion

This form allows anyone to submit a topic for addition to a board agenda for further review and discussion. Requests 10-day notice but last-minute notice would be preferably reserved for urgent matters only.

Ongoing Business

Committee Updates

- Governance
 - Purchasing Policy Updates
 - Motion to approve made by Alex; 2nd by Kristine. Motion approved.
 - Discussions around number of board meetings per year
 - Becky Wanamaker is working on getting an attorney to review by-laws from a few libraries that can be used as a template for other libraries. We are interested in participating.
- Development
 - Community Days is almost here! Please volunteer to help with bingo. We have vouchers for volunteers. Please promote the event on social. Table tents are still available for purchase: deadline is Sunday, July 2nd.
 - Mohnton Bingo is ongoing. Volunteers are still needed.
 - Discussion about the budget for the development committee. We would like to be able to purchase items as part of the cost of doing money. Is there a budget for fundraising? How do proceeds get applied? Proceeds flow into fundraising line item. Committee will track expenses that they are seeking reimbursement for.
 - Gift Card Calendar sales. Competing sale from GM sports team. Should we still do a calendar? We could do February calendar. We could sell them at the August and September bingo.
- Financial



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- We are working with Tracey on our audit. We are paying in parts to spread the cost out.

Friends

Blueberry sale just ended.

Poinsettia sale will be happening.

Board Education – Conversation on the Role of the Board, What Issues Should Occupy the Board’s Time and Attention Over the Next Few Years?

- Number of board members. We need more depth to committees and board membership.
- Evaluating positions at the library and make sure that we can retain them so they can continue to do good work. Compensation and other benefits for retention.
- Borough budgets and impact on library funding.
- How can we leverage our space more to offer more benefits to the community?
- SWOT Analysis to understand internal and external impacts on the library’s success.

Motion to adjourn made by Alex, 2nd by Allison. Meeting adjourned at 8:31pm.