

Robesonia Community Library Board Meeting Minutes

October 26, 2023

Meeting in Robesonia Borough Hall

The meeting was called to order at 7:05 pm on 10/26/23 by president Mindy Cohen following the Trunk or Treat event in the library parking lot. In attendance at Borough Hall were Geneva Berger, Matt Burton, Bill Kase, Madison Mayhew (Library Director), and Laura Yazemboski (7:10). Charles Brown (prior notice) and Don Stripling were absent.

1. Board Meeting Minutes

The September 28, 2023 board meeting minutes were unanimously approved.

2. Library Director Office Improvements

- Madi and Matt will arrange times to remove furniture, spackle, and paint the Library Director's office, possibly on Saturday, 11/4/2023. Moving furniture may begin after the budget meeting on 11/2/23 (7:00 pm).
- The paint is the green paint that remains from painting the library several years ago.
- Madi will choose and purchase a storage cabinet for the office.
- Matt made a motion to purchase a cabinet for \$545 plus shipping. Geneva seconded the motion, which was carried unanimously.
- A new desk for the director's office will be chosen and purchased after the above improvements have been completed.

3. Library Director's Report

- The director's new email address is director@robesonialibrary.org, and the children's librarian's address is youthservices@robesonialibrary.org.
- The new computer chairs cost \$629.
- The Friends of the Library have donated another \$3,000. The Board is immensely appreciative of their support!
- A Christmas tree with items patrons may purchase for the library will be on display for the holidays.
- A new credit card is needed for Madi to use for library purchases. The current card is not in her name, and is unusable.
- Laura made a motion to accept the Librarian's Report. Bill seconded the motion, which was approved unanimously.

4. Financial Reports

- Three items are still required for the audit. Laura will forward the email to Madi, who did not receive the email (most likely because of her recent email address change).
- Geneva will contact Don (Treasurer) to determine whether he will begin to pick up the payroll checks.

5. Budget Meeting for 2024 Budget

- The budget meeting is on Thursday, 11/2/23, at 7:00 pm. Casey (bookkeeper) will be at the meeting.
- Casey sent a preliminary budget worksheet (available in the Library Board Google Drive), and she will update it to include October information before the budget meeting.

6. Fundraisers

- Laura doesn't have the final number, but Coach Knarr estimates that the library's outdoor tennis tournament held on 10/21/23 raised approximately \$750 after expenses.
- Because of weather conditions, the event's start time was postponed from 8:00 to 11:00. Laura attended the event from 10:00 to 3:00 (prior engagement on Saturday evening). The event lasted until 10:00 pm

Saturday night. (Director's fee = \$150, student helpers' pay, and prizes were the expenses. Laura provided pizza and gave extra money to the student helper.)

7. Library Facebook Page

Matt complimented the content and upbeat feeling of the library's Facebook page.

President Mindy Cohen adjourned the meeting at 7:49 after the motion was made by Laura, seconded by Geneva, and passed unanimously.

Respectfully submitted by Laura Yazemboski on 10/28/2023

Next board meeting to take place Thursday, 11/30/2023, in Borough Hall at 7:00 pm
(The 4th Thursday of the month board meeting would regularly take place on 11/23/2023, which is the date of Thanksgiving.)