Board of Trustees Meeting
Thursday, April 12, 2018

Board of Trustees Meeting Minutes

Present Board Members: Sherry Auman, Donna Bird, Kevin Bitz, Kevin Cramsey, Andrea Dillaway-Huber, John Emerick, Jody Kulaga and Jennifer Yetter

Present Advisors: Kevin Bitz, Donna Eby, Barbara Kline, Jestyn Payne and Jess Royer

A. Call to Order Time: 7:04 PM
B. Executive Session was held prior to the meeting – 6:15 PM to 7:03 PM
C. Sign-In Sheet – Attendance record completed by the use of a sign in sheet.
D. Consent Agenda Approval – STLA Minutes from March 8th 2018, Library Director’s Report, Branch Manager’s Report, Financial Reports, and Friends Reports/Minutes
   a. Motion to approve by Kevin B
   b. Second by Jody
   c. Motion passed unanimously
E. Spring Director’s Report –
   a. Received report and reviewed pertinent information minus bulk mailing information
F. WL/WH Branch Manager’s Report –
   a. Received report and reviewed pertinent information
   b. Virtual Public Library Association Conference discussed.
G. BCPL Meeting
   a. Next BCPL Meeting is Wednesday 4/18 – John is going
   b. John attended the March meeting and said it was interesting
H. Old Business
   a. Designathon Results – Adult, young adult and juvenile murals discussed
   b. National Library Week – Donna E. stated it was going well
   c. 2017 Annual Report – Distributed copies
   d. Fundraising Ad Hoc Committee meeting – Some ideas discussed
      i. 2019 Adult Halloween party
      ii. Fall history hike
   e. Library Director Annual Review – In
   f. Audit – Per Kevin B, docs in place
I. New Business
   a. Joint Library Meeting on 4/20 at West Lawn at 4:30

Next Meeting: 7:00 PM on Thursday, May 10, 2018 at Township of Spring Admin. Building
b. Strategic Plan for 2018-2023 – July
  c. May Marketing Ideas – Essential oils
     i. Geneology
J. Twp. of Spring Advocacy Program – 3/26 Meeting - Discussed
   a. Next Meeting is Monday 4/23 at 7:00pm - Andrea will attend
K. Solicitor - Jestyn
   a. Lease – Reviewed
      i. Previous revisions made
         1. $26,775 to $28,396 in third year plus CAM charges
         2. 12 months to terminate
      ii. Motion to sign property lease by Andrea
          1. Seconded by John
          2. Motion passed unanimously
b. Longley Insurance – Have new policy
c. Modernization project – Discussed
   i. Obtain references and specifics from Jericho
   ii. Motion to proceed with modernization project and pay initial bill of $377.44 by John
      1. Second by Kevin B
      2. Motion passed unanimously
L. Other Issues/concerns/comments – Around the Table – Public Comment
   a. Sherry Auman – left early
   b. John Emerick - reminder about pig roast
   c. Donna Eby – she will attend the joint library meeting and will send a reminder
   d. Jestyn Payne – Reminder about project bids
   e. Barbara Kline – nothing
   f. Kevin Cramsey - nothing
   g. Andrea Dillaway-Huber – article to share
   h. Jennifer Yetter – info sheet, what libraries can do
   i. Kevin Bitz – P & L and county looking for payroll options
   j. Jess Royer – nothing
   k. Jody Kulaga – nothing
   l. Donna Bird – Wyomissing library – museum and story about West Lawn branch history
M. Motion to adjourn by Andrea
   a. Second by Jody
   b. Motion passed unanimously
N. Meeting adjourned 8:10 P.M.

Respectfully submitted,
Donna M Bird
STLA Board

“With freedom, books, flowers and the moon, who could not be happy”
Oscar Wilde