

Brandywine Community Library Meeting - Board of Trustees

April 25, 2024 6:30 PM

Visitor Recognition: Thomas Schultz (Diakon), Shannon Kidd (Diakon),

Attendees: Heather, Karen, Jess, Melissa, Amy, Amity, Nicole, Colleen, Louise

Absent: Mary, Doug

1. Call To Order
2. Previous Month's Minutes
3. Review of any email approvals between meetings
 - a. N/A
4. Discussion with Diakon representatives (Thomas and Shannon)
5. Financial Report
6. System Meetings 2024: ~~2/21~~, 5/15, 8/21, 11/20 -Missy
7. Librarian's Report -Heather
8. Fundraising- 2024 calendar [LINK](#)
 - a. Hoagie Sale (Alternating Months, next May?) Amity
 - b. Candy Bars ongoing -library staff
 - c. National Library Week mailing (April 7-13). Decision: skip mailing in lieu of raffle calendar sales.
 - d. Fall Annual Letter- October
 - i. Reminder- grant applications often ask that Trustees have a 100% donation rate. No minimum donation amount. Thank you!
 - e. Deka Letter-Amy P. September
 - f. Peter Pickle (May/November)- Nicole
 - g. Honey- (March/September) Nicole
 - h. Paisley- (April/November-December) Orders gathered; pickup at Paisley on 4/19/24
 - i. Anthony's Coal-Fired Pizza (April 11) Colleen- great results! Just shy of \$600
 - j. Raffle calendar- (May). Asking for volunteers to sell raffles at Renninger's April 27. Signup sheet for shifts is online [here](#). Please sell as many raffles as you can to ensure a successful fundraiser for our library! Thank you.
 - k. Bus trip to New York (June 1)- Jenn Johnson hosting, 54 seats on bus
 - l. Sheldon's Birthday Tortoise Trek (August 10)- Mary. Plan to expand to include 35th anniversary activities
 - m. Vendor Fair (November 9) Need volunteers to support this
 - i. Topton Home approved date and use of Auditorium at no charge
 - ii. Desire to incorporate the 35th anniversary theme.
 - iii. Suggestions from past years: consider decreasing hours for next year, end at 1:00 vs. 2:00; suggestion to have volunteers sign up for a block of time.
 - iv. Send our fliers out to other fairs going on that day to help advertise
9. Community Outreach:

- a. Township Advocacy Visits- plan to attend township meetings in April or May to promote summer events. Action Item: board members need to attend their respective meeting.
 - i. Longswamp- 4/9, 4/24 or 5//4, 4/28
 - ii. District- Amy presented 4/18
 - iii. Topton- 4/8 or 5/13
 - iv. Rockland- 4/8 or 5/13
 - b. Community Events
 - i. Topton 150th anniversary (Colleen)- June 29 event
 - ii. Swampfest Saturday 6/8 10-2pm with Sheldon (weather permitting)
10. Old Business
- a. Computer updates
 - b. Orientation Packet Update -Melissa
 - c. Open board seat in June
11. New Business
- a. Topton community book delivery- Colleen
 - b. Vote for new Board member Louise DeMatteo!
 - c. Thank you to Karen for her years of service on the Board!
12. Public Comment/correspondence **Public comment limited to residents and taxpayers*

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**NEXT BOARD MEETING Thursday, May 23, 2024 6:30 PM**

Board Email [bclibraryboard@gmail.com](mailto:bclibraryboard@gmail.com)

