

Brandywine Community Library Meeting - Board of Trustees

April 24, 2025 6:30 PM

Visitor Recognition:

Attendees: Heather, Amy, Amity, Colleen, Louise, Kate, Deb, Mary

Absent: Missy, Doug

1. Call To Order - 6:31pm
2. Previous Month's Minutes. *approve: Kate. Second: Deb. Motion passes*
3. Review of any email approvals between meetings
 - a. New Secretary election. *Amity Approved as Secretary*
4. Financial Report - *all fundraiser profits have been received at this time. Approve: Deb. Second: Kate. Motion passes.*
5. System Meetings 2025: ~~2/19~~, 5/21, 8/20, 11/19 -Missy & Louise to attend
6. Librarian's Report- Heather
 - a. *Policy approval - Library Display. Approve with changes: Colleen. Second: Mary. Passed.*
 - b. *Policy approval - Unclaimed Prizes. Approve: Deb. Second: Louise. Passed.*
 - c. *BCL Emergency Handbook - will revise for Email vote*
 - d. *Intern from KU Library Science program: Loretta.*
 - e. *Discussed additional uses for the display thermometer in library, such as tracking tortoise trek sales, or loose change donations, etc.*
 - f. *Summer prep, buying summer reading prize gift cards from local businesses.*
 - g. *Will partner with school district for Philharmonic concert again this Fall. Library sell candy bars*
 - h. *Upcoming events: Topton Community day May 17th; Swampfest June 14th; Longswamp History Event in September*
7. Fundraising Report- 2025 calendar [LINK](#)
 - a. Critical to fundraise, in light of budget reduction this year
 - b. Candy Bars ongoing -library staff
 - c. Breidegam Foundation Donation (October) Amy
 - d. Raffle calendar: sale ongoing! Please help sell tickets.
 - e. Schedule to date:

January	TX Roadhouse	July	TX Roadhouse 7/24
February	R&K Subs	August	R&K Subs 8/12; Tortoise Trek 8/2; Tentatively Herman's
March	Bulbs	September	Pickles; Honey; Bulbs; tentative

			Bowers Hotel 9/30
April	R&K Subs; Paisley; Anthony's Pizza	October	R&K Subs 10/14; Appeal Mailing; tentative Golden Oaks 10/28
May	Pickles; Raffle Calendar; Tentatively Herman's	November	Vendor Fair 11/8; Paisley; Anthony's Pizza 11/6
June	Pickles; R&K Subs 6/10; Raising Canes 6/5	December	R&K Subs 12/9

8. Community Outreach:

- a. Township Advocacy Visits- board members need to attend their respective meetings in April/May and again in August/September.
If an emergency arises and you can't present, contact the President, VP and Library Director.
 - i. Longswamp- April 8, 22 Done. (Mary, Kate) *Kate reports that they liked the book delivery mention*
 - ii. District- April 17 (Amy) Done. Twp added BCL hyperlink to their website.
 - iii. Topton- April 14, 28 (Colleen, Deb, Louise) *Delivered BCL literature*
 - iv. Rockland- April 14 (Missy, Amity)
- b. Opportunity to sign up new patrons in community (Colleen)- spring/summer
- c. Community Events
 - i. Topton Community Day 5/17 8-2pm (Colleen, Deb) *promote summer schedule*
 - ii. SwampFest 6/14 (Longswamp) *sheldon, tortoise trek tickets. Hard to take candy bars if it is hot out*
 - iii. Longswamp fundraiser September

9. Old Business

- a. Orientation Packet Update - Melissa
- b. Ongoing discussion: decreased library funding impacts

10. New Business

- 11. Public Comment/correspondence **Public comment limited to residents and taxpayers*

Meeting adjourned 7:38pm. ARG

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**[NEXT BOARD MEETING](#) Thursday, May 22, 2025 @6:30 PM**