

FAPL Board of Trustees Minutes
August 20, 2019

Meeting called to order at 6:30 p.m. Present were Lois Geist, Lee Turner, Laura Walizer, Marsha Anderson, Diane Dreibelbis, Alexa Schaeffer, Mackenzie Weaver, Library Director Carin Mileschosky, and Business Manager Daniel Hoch

Guests: There were no guests present

Correspondence: There was no correspondence to be read.

Approval of Consent Agenda Items: Motion was made by Lee Turner, with a second by Diane Dreibelbis to approve the minutes of June 18, 2019, the Treasurer's report, and the Library Director's report. Motion carried.

BCPLS Report: The BCPLS meeting is scheduled for August 21st.

New Library Space: Motion was made by Laura Walizer, with a second by Alexa Schaeffer to transfer \$6,800.00 from the Capital Campaign Money Market Bank Account to the Regular Checking Account to cover Kleckner-Laucks Architects, PC fees that have been charged to date for their consulting fees in reference to the Library's move to our new location within the Community Center. Motion carried.

Carin Mileschosky gave an update on the plans for the new library space. She presented drawings of the layout and color schemes for the library board to review. She gave a tentative timeline for the completion of the space.

1. Give drawings to Burkey Construction for review and receive an updated quote by end of September.
2. Construction will take 3 1/2 months to complete with starting date in January or February 2020.
3. A tentative date for the completion of the project with furnishings would be June 2020.

J.P. Jay Associates gave an estimate of \$158,000.00 for the furnishings, including installation.

Old Business: The library board decided to participate in the Homecoming event on September 27th in the park. It was decided to sell soft pretzels and Lois Geist will find out the cost to purchase them from Philly's Pretzels.

Carin Mileschosky will represent the library at the Wellness Fair at Willow Creek Elementary School on October 27th.

New Business:

Motion was made by Diane Dreibelbis, with a second by Lee Turner to approve the Library's Reference Policy and Gift Policy as presented. Motion carried.

Carin Mileschosky will attend the Maiden creek Township and Richmond Township meetings to update the municipalities on Library activities and the progress on the new Library space. Several of the board members will be attending with Carin.

Due to the resignation of a part time library staff member, Carin will look into hiring a replacement.

Discussion was held on changing the library's operating hours in 2020 and consider including Sunday hours once the library is in the new space.

Discussion was held on the request for reimbursement of mileage expenses to Carin and Stacy for use of their personal vehicles to travel to local preschools, daycares, senior centers, and school districts during the year. Motion was made by Laura Walizer, with a second by Diane Dreibelbis to approve the mileage reimbursement with payment on a monthly basis according to the current reimbursement rate set by the Federal Government. Motion carried..

Meeting adjourned at 8:15 p.m. upon a motion by Lee Turner and a second by Laura Walizer. Motion carried.

Respectfully submitted,
Marsha Anderson