

**Boone Area Library Board of Trustees Meeting  
Tuesday, July 18, 2023**

**Call to Order:** The meeting was called to order at 7:00 pm by Chair Chrissy Mittura. Those in attendance were Trustees Chrissy Mittura, Robin Fox, Nicole Sapna, Kendra Hettel, Noemie Eardley, Library Director Mirielle and Assistant Director Ashley Shafer. Also in attendance was Rob Hettel.

**Minutes:** The Minutes of the June 2023 meeting were reviewed. Kendra motioned to accept the minutes. Noemie seconded. Motion passed.

**Report of the Director:** Presented by Mirielle . Highlights:

- Mirielle reported that circ numbers have increased significantly.
- The State Library Aide application is open now and it is due in October. Ashley and Mirielle are working on it.
- IT guys have changed everyone over to new email addresses and Outlook. Our computers are obsolete and will need to be replaced in 2-3 years.
- Plumbing is ok for now. We will continue to use 1-ply.
- There was a bug problem. The infestation was caused by the flooding and the increased humidity. Mirielle will look into a dehumidifier if the problem persists.
- A discussion was held about Ashley Shafer's hours. Mirielle will look for a grant to help fund raises.
- Mirielle presented an energy proposal by JMI Consultants. No action will be taken at this time.

**Report of the Treasurer:** Presented by Kendra . Highlights:

- We have received half of the Amity Township funds and received \$500 from the local VFW Post.
- We need to increase our expenditures for the YA Collection.
- ADP is still attempting to charge us. Penny will follow up with them.
- Mortgage interest is high because we have an adjustable rate mortgage.
- Noemie inquired about the duck race profits. Hershey park profits were discussed.

Motion to approve by Chrissy seconded by Nicole Motion passed.

**Report of the Chair and the Trustees:**

- Chrissy reported that Amy Resh is no longer at Systems. Stephanie Williams will be taking over.
- Meeting Cadence- A discussion was held on the required frequency of Trustee meetings.

### **Committee Reports**

**Report of the Grant Committee:** Highlights:

- Keystone Grant-There are questions on whether all 3 municipalities would be willing to donate funds so that we could achieve matching funds. Noemie reported that Amity might be interested. We will work on getting everyone on board for next year.
- Members First has a grant program. Nicole will follow up with Matt from Members First.
- Stabler Foundation Grant-Chrissy inquired what programs we have that might be funded by this grant. Mirielle will follow up.

**Report of the Fundraising Committee: Highlights:**

- Nicole reported that the duck race raised \$3973. Profits were hurt by the weather impeding duck selling
- Wine Pull-Nicole will inquire about dates. Potential dates are October 14th or November 4th. We hope to sell at least 50 tickets. We will need wine and gift basket donations.
- Christmas In Birdsboro-Do we want to continue with the Santa Breakfast and also an evening event?
- Discussion was held on whether we might be able to partner with other groups for fundraising.
- Discussion was held on the need for Room Rental policy to be updated for the public distribution.
- Friends Helping Friends will be on October 18th at Boscov's East.
- Annual Giving letters have been mailed.

**Report of the Property Committee: Highlights:**

- Back Door-grading will be watched. Sandbags have been placed to help remedy the situation. We will replace carpet squares.
- Front Door-Needs to be replaced with a full door replacement.. Quotes and vendors are in the Google Drive. Everyone should call vendors to try to get someone to come out and give a quote.

**Human Resources:**

- DJ Matt may be interested in joining the library board.

**Report of the Policy Committee:**

- Camera Policy and Service Policy continue to be worked on.

**Old Business:** None

**New Business:** None

**Adjournment:** At 8:48, Kendra made a motion to adjourn the meeting and Robin seconded. The motion passed. The next meeting is August 15, 2023 at 7pm.

Respectfully submitted,  
Robin Fox, Secretary

An Executive Committee meeting was held at the conclusion of the meeting.