

# Boone Area Library Board of Trustees Meeting

## Tuesday, September 19, 2017

**Call To Order:** The meeting was called to order by Board Chair Susan Fix at 7:01 pm. Those in attendance were Trustees Susan Fix, Matthew Lamm, Cheryl Martinozzi, Julia Olafson, Mary Picariello, Kim Unger, and Director Julia Lipkowitz.

**Minutes:** The minutes of the August 2017 meeting were reviewed. Julia Olafson motioned to adopt the minutes as presented. Mary Picariello seconded. The motion passed.

**Report of the Library Director:** Highlights:

- The current booksale is doing well.
- The Director's last day with the library is September 22.
- The Summer Reading program did well with 70 events and 529 participants.
- The County Coordination plan is due October 13.
- The Volunteer Thank You Ice Cream Party went well.

**Report of the Treasurer:** Highlights:

- Annual Giving is coming along as expected.
- There is a positive gap in the numbers due to the STEM grant money.
- Redner's tapes are back on track.
- Income for lost items is high but much of that goes out for replacements.
- The price of gas for heating is up and our usage was up slightly.

Kim Unger made a motion to accept the Treasurer's report. Cheryl Martinonzi seconded. The motion passed.

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

- Sue, Julia, and Kim attended PA Citizens For Better Libraries and shared knowledge gained on interacting with the public, PA Forward, Conflict Of Interest, Friends Groups including County and National, tips for record keeping, fundraising, and Director-Board-Friends relations.

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

- Matt Lamm gave and received information on the recent A/C repairs.
- Cheryl Martinozzi recommended a roofer and electrician for use in the current lighting and water leak issues.

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

- Julia Olafson gave Matt Lamm the paperwork for the Amity Tree Lighting event to be held 12/10. Matt will fill out and submit.
- Julia Olfason shared information on getting a Boyers store charge account for use in obtaining food for events. Mary Picariello motioned to apply for the charge account, Cheryl Martinozzi seconded, and the motion passed.

**Old Business:**

- The Board discussed and signed up for shifts at Apple Day to be held at St. Paul's Lutheran in Douglassville 10/7.
- Sue updated the Board on Long Range Goals.
- The status of the STEM grant was discussed.
- The Friends Grant and it's possible uses were discussed.
- Plans for the Christmas Breakfast and Christmas in Birdsboro were discussed. A Santa is already booked.
- Julia set the next Fundraising meeting for 10/3 at 6:30pm.
- Cheryl gave the Board a fundraising letter and donor database to be used in obtaining items for the Christmas raffle.

**New Business:**

- The Board recognized the outgoing Director.
- The Board discussed the need for a Redner's Tape Policy.
- The Chair and Director suggested changes to the Meeting Room Policy. Discussion followed.
- The Treasurer suggested that work on the budget be started earlier.
- Julia shared thoughts to be considered by anyone wanting to start a Friend's group.

**Executive Session:** At 8:20 pm, the Board went into an executive session to discuss the library's future direction after the current director leaves.

**Adjournment:** At 8:44 pm, Cheryl Martinozzi made a motion to adjourn the meeting. Mary Picariello seconded. The motion massed. The next meeting is October 17, 2017, at 7pm.

Respectfully submitted,  
Matthew T. Lamm, Secretary

APPROVED