

APPROVED

Boone Area Library Board of Trustees Meeting Tuesday, September 20, 2022

Call To Order: The meeting was called to order at 7:00m by Chair Mary Picariello. Those in attendance were Trustees Mary Picariello, Kim Unger, Nicole Sapna, Robin Fox. Chrissy Mittura, Kendra Hettel, and Library Director Ashley Allen.

Minutes: The Minutes of August 2022 meeting were reviewed. Mary motioned to accept the minutes. Robin seconded. The motion passed.

Report of the Director: Highlights:

- Monthly statistics and overview of activities reviewed.
- Slight decrease in circulation and patron count.
- PC usage is up.
- Will start counting WIFI stats for WIFI usage.
- Library of Things is going well and continuing to grow. Increased number of board games. Items are borrowed for a week.
- Two trivia events to be held. Disney Trivia on 9/22 and Spooky Halloween Trivia on 10/14.
- Recipe Swap theme for September is Around The World.
- October event – Sharing Memories. Genealogy theme.
- Starting Senior and Kids Bingo.
- Fine Free. State is offering \$4,000 to libraries if signing fine free contract. This is a one time deal. It was determined that our yearly average in fines is \$4,000. Discussed waiving fee for Library of Things but not for lost or damaged items.
- Ashley and Chrissy attended Birdsboro Council Meeting. Reported on the great things that are happening at the library. Discussed programs and events being held. Also discussed HVAC issues.
- Requested donations from Boyers.

Report of the Treasurer: Presented by Kendra. Highlights:

- Kendra reported on her meeting with the auditor from Long, Barrell and Company:
- Discussed next year's budget and simplifying fundraising.
- Discussed municipalities budgeting for library.

Chrissy made a motion to accept the Treasurer's Report. Nicole seconded. The motion passed.

Report of the Chair and Trustees: Highlights:

- Reviewed goals for the year - Working on the Community Room. Room painted and will look at cleaning the floor.
- HVAC maintenance in place.
- Discussed building a relationship with the school district. Robin as our liaison.
- Discussed establishing a Capital Campaign. Chrissy has been reviewing Step By Step. Time frame Feb/March. Established Capital Campaign committee including Chrissy, Kendra and Ashley.
- Discussed holding a "Team Building" event for library staff and board at Long Trout Winery in Hamburg. Mary will look into dates.
- Amity's next township meeting is 9/21. Union township's meeting is 10/17. To determine patron count from each municipality.

Report of the Grant Committee: Highlights:

- Ashley is waiting to apply for a grant for the doors.

- Exploring HVAC grants.

Report of the Fundraising Committee: Highlights:

- Discussed idea of selling Fightin Phils tickets. Different tiers on amount of money that can be made.
- Nicole and Ashley gave update on Wine Pull fundraiser scheduled for 11/5.
 - Donations are coming in. Sending letter to wineries requesting donations.
 - Raffle and art donations needed by 10/31.
 - Requesting tops of acorns for a project.
- Still need to sort ducks from the Duck Race.
- Discussed possibly partnering with Parks and Recreation and holding Duck Race with Farmer's Market.
- Discussed fundraising budget for next year concerning holding either the Santa Breakfast or Easter Breakfast.
- Breakfast at the North Pole vs. Santa Breakfast if Santa is unavailable.
- Holding a mother and child tea party as an alternative to the Easter Breakfast.

Report of the Policy Committee: Highlights:

- Draft of Patron Policy completed.

Report of the Property Committee: Highlights:

- Leaves have been cleaned from the roof and gutters.
- Discussed using Halter's Landscaping for snow removal and weeding. Waiting for a reply.
- Gate needed for the back area of the library.

Old Business:

- Nothing at this time.

New Business:

- Security cameras will be updated and expanded throughout the library inside and outside.

Adjournment: At 9:06 pm, Kendra made a motion to adjourn the meeting and Kim seconded. The motion passed. The next meeting is October 18th at 7pm.

Respectfully submitted,
Kimberly J. Unger, Secretary

Action Items Assigned to:

- Mary – To follow up on floor "guy"
- Mary – Will "slack" a date for Team Building
- Ashley – Possible projects for \$2,000-\$5,000 grants for building
- Ashley – Research cameras