

Boyertown Community Library
Board of Trustees Meeting
December 21, 2021

Meeting was called to order at 7:06 PM. The meeting was held via Zoom video conference due to the ongoing COVID-19 pandemic.

In attendance: Cindy Mellor, Kelly Kindig, Chuck Wohl, Pat Nunan, Rob Kistler, Justin Hall, Andrea Kershaw (late), Tina Brown, Sara Bates, Kathy Kolb, Director Susan Lopez

Trustees absent: None

Guests: None

1. Call to Order
2. Roll Call
3. Approval of Minutes of the November Meeting
 - a. Chuck noted that there was a typo in the Report of Treasurer. Instead of saying "September," it should say "October."
 - b. A motion was made to approve the minutes of the November meeting, with the above correction. All in favor. Motion passed.
4. Report of Treasurer
 - a. Cindy discussed the financials distributed prior to the meeting, noting that we continue to remain on track with the budget. Cindy also noted that Dr. Carr's rent was not collected or credited due to an administrative error, which will be corrected.
 - b. Andrea motioned to approve the November financials. Pat seconded. All in favor. Motion passed.
5. Report of Director
 - a. There is a candidate for the District consultant position, which has not yet been announced.
 - b. The Library participated in Chillin' on Main a few weeks ago.
6. Committee Reports
 - a. Executive (Chuck)
 - i. Chuck asked Sara to work on an evaluation form for the Executive Director. Sara worked on a template and spoke to Susan about it. We will continue to refine the template.
 - b. Facilities (Pat)
 - i. Pat reported that we are still waiting to schedule the roof repair work.
 - c. Finance (Cindy)
 - i. Cindy reported that the Finance Committee has continued to work on the budget for next year. The budget will result in a deficit, which is due to the necessary repairs to the buildings. The Trustees discussed various options for the building repairs. Cindy reported that we continue to have sufficient cash on hand for any issues that may arise, as well as access to the line of credit.
 - ii. Pat motioned to approve the 2022 budget as presented. Kathy seconded. All in favor. Motion passed.
 - d. Fundraising (Andrea)

- i. Andrea referred the Trustees to her written report. There will be a Winter Bazaar in early March.
 - e. Nominating (Tina)
 - i. The committee has been working on developing a slate of officers to propose for 2022. The committee will present its final decision at the January meeting.
 - f. Governance (Kelly)
 - i. No report.
 - g. Planning (Tina)
 - i. The Trustees discussed a date in February (2/5) for a workshop related to the strategic plan.
 - h. President (Chuck)
 - i. The Board discussed the possibility of meeting in person. There was a consensus that the January meeting should be virtual and we can reassess at that time.
 - ii. Kathy discussed work she has been doing related to conducting a Board evaluation.
 - iii. The Trustees discussed terms and reappointment of Trustees. Cindy's term as a Trustee will end in 2024. The terms of Chuck, Kelly, Pat, and Andrea will expire as of the annual meeting in January 2022 and will need to be reappointed at that meeting.
- 7. Old Business
 - a. None.
- 8. New Business
 - a. The Trustees discussed the possibility of combining the November and December meetings in 2022 due to the holidays. The Trustees agreed that December 13 would be a good date for a combined meeting. Andrea motioned to combine the November and December meetings and hold it on December 13. Justin seconded. All in favor. Motion passed.
- 9. Good of the Order
- 10. Meeting was adjourned at 8:10 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on January 25, 2022, via Zoom, commencing at 7 PM.

Action Items

None.