

Boyertown Community Library
Board of Trustees Meeting
February 13, 2019

Meeting was called to order 7:06pm.

In attendance: Michael Murphy, Lindsey Mason, Cindy Mellor, Lori Carnes, Director Susan Lopez

Guests: Future Board Members Kelly Kindig and Andrea Kershaw

1. Call to Order
2. Roll Call
3. Visitors are two prospective board members Kelly Kindig and Andrea Kershaw. Lori made motion to appoint them both. Cindy second. All in favor. Motion approved. Lindsey will contact Earl Township (Kelly) and Colebrookdale Township (Andrea) to have them appointed.
4. Approval of January Minutes
 - a. Lori made motion to approve minutes. Cindy second. All in favor. Motion approved. Lindsey will send official minutes to Susan to file.
5. Report of Director
 - a. Susan talked to Rachael from BMBA and we are going to be a stop on a wine walk in May and September. Suggestion from board – split the wine with another business without a store front.
 - b. Susan is donating fridge for upstairs faculty lounge. Mike and Lonnie will get it to the library before the wine tasting event.
6. Report of Treasurer
 - a. We had a good January.
 - b. Lindsey is going to contact Heidi Williamson from BCCF to find out about our endowment fund.
 - c. Staff is going to start accepting all amounts of payment (including under \$5) for credit cards. Susan will let them know.
 - d. Cindy is going to look into Beneficial Interest in Perpetual Trust (line on budget).
7. Committee Reports
 - a. Facilities (Mike)
 - i. HVAC computer is broken and will be fixed.
 - ii. Work room floor is damaged and will be fixed.
 - iii. Downspout is broken. Will be fixed when weather is nicer.
 - iv. Broken window at 29 E Phila Ave will be fixed.
 - v. Board discussed Tina Brown renting a few offices upstairs. Lindsey and Mike are going to go to Brian Gilbert for a quote on rental. Board is in favor of renting to Tina.
 - vi. Oil to LP Conversion Estimates – Longacre \$48.3K; Tuntin \$49.1K; Gehringer \$73K. Discussion was had surrounding what these quotes entailed.
 - vii. Discussion was had around grants that are available. Lindsey will contact Heidi Williamson about grants available at BCCF.

- b. Fundraising Committee
 - i. Lindsey gave some details about the wine tasting event.
- 8. Unfinished Business
- 9. New Business
- 10. Good of the Order
- 11. Meeting was adjourned at 8:57pm.

Action Items

Lindsey – Contact municipalities to get Andrea and Kelly appointed; send January minutes to Susan; contact Heidi Williamson about the endowment fund and any grants for HVAC replacement; contact Brian Gilbert about quote for Tina renting offices

Mike – Get fridge to library with Lonnie; contact Brian Gilbert about quote for Tina renting offices

Lori – Get fridge to library with Lonnie and Mike

Susan – Let staff know about change in credit card policy

Cindy - look into Beneficial Interest in Perpetual Trust