

Boyertown Community Library  
Board of Trustees Meeting  
February 20, 2024

Meeting was called to order at 8:05 PM. The meeting was held at the Boyertown Community Library.

In attendance: Tina Brown, Kelly Kindig, Rob Kistler, Pat Nunan, Justin Hall, Sara Bates, Sarah Vasquez, Amy Nase, Director Denise Pulgino-Stout

Absent: Andrea Kershaw, Kathy Kolb

Guests: Amanda Burkhard-Sell, Becky Wanamaker

1. Call to Order
2. Roll Call
3. Recognition of guests
4. Approval of Minutes of the Annual Board of Trustees meeting and the January Board of Trustees meeting of January 16, 2024.
  - a. Rob distributed the minutes of both prior to the meeting. There were no questions or comments. Sara motioned to approve the minutes of the Annual Board of Trustees meeting and the January Board Meeting. Justin seconded. All in favor. Motion approved.
5. Report of the Director
  - a. Denise distributed her report prior to the meeting. There were no questions or comments.
  - b. Denise noted that the new circulation system is working well, and that there will probably be a decline in electronic materials as out-of-county patrons will no longer be allowed to access them.
6. Report of the Treasurer
  - a. The January financial reports were distributed prior to the meeting. The first state aid check will hopefully be coming next week. Pat motioned to approve the January financial reports. Amy seconded. All in favor. Motion approved.
7. Committee Reports
  - a. Executive (Tina)
    - i. No report.
  - b. Facilities (Justin)
    - i. Justin distributed his report prior to the meeting. There were no questions or comments.
    - ii. The concrete steps are in pretty bad shape and need to be repaired soon. The committee is still working on obtaining estimates. An email vote to approve the repair may be requested before the next meeting.
    - iii. Justin noted that the quote from Structure Guard to fix the stained glass windows listed in the report is no longer valid because the type of repair required is beyond their scope of work. The windows are quite bad, but it is hopefully not an absolute emergency yet.
  - c. Finance (Rob)
    - i. No report.
  - d. Fundraising (Sarah)

- i. Sarah distributed her report prior to the meeting.
    - ii. Sarah noted that there will be a whiskey tasting/silent auction on May 11<sup>th</sup>. They are looking for local businesses/distilleries to donate. There was a brief discussion about this fundraiser.
    - iii. Justin brought up the idea of an indoor mini-golf fundraiser taking place within the library, and there was a discussion about the possibility of this.
  - e. Governance (Kathy)
    - i. No report.
    - ii. Sara noted that the by-laws are currently being revised.
  - f. Planning (Sara)
    - i. Sara's report was distributed prior to the meeting. There were no questions or comments.
- 8. President's Report (Tina)
  - a. Tina reported that Joanne Heffner applied to be a trustee, and probably Treasurer. There was a discussion about her interview and reference checks. Tina motioned to approve Joanne as a new trustee. Rob seconded. All in favor. Motion approved. Tina will notify Joanne.
- 9. Friends Report (Amanda)
  - a. Amanda stated that the Friends have plenty of money in their account, and due to the steps being in need of repair perhaps they contribute to the project. Amanda will talk to her group.
- 10. Old Business
  - a. Rob is still waiting for Conflict of Interest Policy forms from two trustees.
- 11. New Business
  - a. Tina will be out of town from February 25<sup>th</sup> through March 2<sup>nd</sup> and will be available via phone and email.
  - b. Kelly attended the Earl Township supervisors meeting yesterday. She talked to the new commissioner, and she reports that he wants to continue supporting the library. He wants to see statistics regarding Earl Township residents' usage of the library. Denise can obtain this information.
  - c. There was a discussion about trying to get support back from Washington Township.
- 12. Good of the Order
- 13. Pat motioned to adjourn the meeting. Justin seconded. All in favor. Motion approved. Meeting adjourned at 8:48 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on March 19, 2024, at the Library, commencing at 7:00 PM.

Action Items

None