

Boyertown Community Library  
Board of Trustees Meeting  
January 24, 2023

Meeting was called to order at 7:11 PM. The meeting was held at the Boyertown Community Library.

In attendance: Chuck Wohl, Cindy Mellor, Rob Kistler, Kathy Kolb, Pat Nunan, Justin Hall, Andrea Kershaw, Kelly Kindig (virtual), Sara Bates (virtual), Director Denise Pulgino-Stout

Absent: Tina Brown

Guests: None

1. Call to Order
2. Roll Call
3. Recognition of guests
4. Approval of Minutes of the December Board of Trustees meeting of December 13, 2022.
  - a. Justin motioned to approve the minutes of the December meeting. Cindy seconded. All in favor. Motion approved.
  - b. Chuck declared the acceptance of the mold remediation contract for 29/31 E. Philadelphia Ave. via e-mail.
5. Report of the Director
  - a. Denise distributed a detailed report prior to the meeting.
  - b. Denise requested approval to install signs: “No Smoking/Vaping” in the ramp area, “Do Not Leave Donations” outside the entrance, and “No Un-authorized Parking” in the parking lot. There was a discussion about enforcing a no parking policy and the library having un-authorized cars towed. Denise will contact a sign company to have signs made and a towing company to assess the ability of a tow truck to actually remove cars from a full parking lot.
  - c. There was a discussion about planning township meeting visits.
  - d. Denise requested a credit card for Sorcha now that her 90 day probation period for new hires is over.
  - e. There was a discussion about the Adult Book Club obtaining a memorial plaque or something similar to honor a sick member.
  - f. Yoga classes have been very popular, but also quite expensive. Denise will look into obtaining a grant to extend the program.
6. Report of the Treasurer
  - a. Cindy is going to add a comparison column on the balance sheet to show the change from the previous year.
  - b. Pat motioned to approve the December financials. Andrea seconded. All in favor. Motion passed.
7. Committee Reports
  - a. Executive (Chuck)
    - i. No report.

- b. Facilities (Pat)
  - i. Pat referred everyone to her report distributed prior to the meeting. There was a discussion about the repairs that need to be completed to the rental properties prior to the sale.
  - ii. Pat motioned to approve \$6848.00 for the purchase and replacement of the alley doors. The Friends are considering paying for the project. Justin seconded. All in favor. Motion passed.
  - iii. Justin discussed the brick repair that needs to be done to the library.
- c. Finance (Cindy)
  - i. With the installation of new officers, approved signers for the bank accounts was discussed. Justin motioned to approve Tina, Kelly and Cindy as signers on the accounts. Andrea seconded. All in favor. Motion passed.
- d. Fundraising (Andrea)
  - i. The committee met on January 23 to start planning the 2023 calendar.
  - ii. The Wine Walk is February 10 and the library is one of the stops. There was a discussion about what wine to serve.
- e. Governance (Kelly)
  - i. Regarding the Inclement Weather Policy, there was discussion about paying employees for days the library is closed. Justin motioned to approve paying non-exempt employees for inclement weather closures for up to a total of three consecutive days. Discussion. Motion withdrawn. Justin motioned to approve paying non-exempt employees for all days the library is closed for inclement weather. Pat seconded. All in favor. Motion passed.
  - ii. There was a discussion of board term limits and the need to recruit new members, as well as the need to find a new bookkeeper if/when Dave retires.
- f. Planning (Pat)
  - i. Pat discussed the report distributed prior to the meeting.
- 8. President's Report (Chuck)
  - a. Chuck discussed the report of the Friends. They raised over \$9000.00 for the 2022 calendar year.
- 9. Old Business
- 10. New Business
- 11. Good of the Order
- 12. Justin motioned to adjourn the meeting. Pat seconded. All in favor. Meeting was adjourned at 9:03 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on February 28, 2023, at the Library, commencing at 7 PM.

Action Items

None