

Kutztown Community Library
Board of Trustees Meeting Minutes

Thursday, February 9, 2023

1. **Introductions:**
 - a. Present: Linda Foulke, Harry Heffelfinger, Holly Hildenbrand, Gerry Hynes, Kathryn Landis, Jennifer Lau, Sue Neumann, Ann Pirnot, Joshua Sprinkle, Janet Yost, (Library Director)
 - b. Linda Foulke, President, called the meeting to order at 7:06 p.m. Meeting was held on zoom.
2. **Approval of Minutes:** Gerry made a motion to eliminate personal information about Our Friend of the year: Annette Heffelfinger under 5. a. as unnecessary. Seconded by Kathy Landis. Approved by all.
Gerry made a motion to approve the minutes, seconded by Josh. Approved by all.
3. **Treasurer's Report** (Harry)
Ann made a motion to approve the report, seconded by Sue & approved by all.
4. **Librarian's Report** (Janet)
 - a. Uniform rules & regulations documents: all completed.
 - b. Books for kids: partnered with KAHS Girls Varsity Basketball team and City Cuts barbershop. Over 100 people participated , 50 free books given away on Jan. 31.
 - c. Teen Reading Lounge awarded a grant of \$3000.
5. **BCPL Meeting** (Gerry)
 - a. On Feb. 15 final discussion on the borrowing policy will take place.
 - b. Since our library belongs to the Berks Library system, a member from our Board must be at the meetings. Gerry is our liaison & we need an alternate.
6. **Municipality Reports:**
 - a. Albany (Linda, Gerry, Sue-1st Monday, 7:30 p.m.)
 - i. Lucy Muth will be asked to be our representative for Albany.
 - b. Greenwich (Harry-1st Monday, 7:30 p.m.)
 - c. Kutztown (Josh, Ann, Kathy, Holly-3rd Tuesday, 7:30 p.m.)
 - d. Lyons (1st Monday, 7 p.m.)
 - e. Maxatawny (Jennifer-2nd Wednesday, 7:30 p.m.)
 - i. Funding requests are usually made in September and a representative from the board is especially important at that municipality mtg.
7. **Friends Report** (Gerry): Next Mtg. Feb. 15.
 - a. Bus almost full for Flower Show
 - b. Friend of the Year reward will be presented to Annette Heffelfinger on March 1, 6:30 p.m. at the Berks County Ag Center in Leesport.
8. **Committees** – Discuss Committees and appointments
 - a. **Fundraising:** all will help as needed.

- i. **2023 Books, Brew & BBQ July 16:** site-The Grove at Kempton, food-Messy Pig, entertainment-Hannah Violet and Dave Miller. Linda-lead organizer-everything in place.
Harry, Sue, Jen – committee members
 - j. **Property**-Josh & Ann
 - k. **Personnel**-Linda, Josh, Kathy
 - l. **Nominations**-Gerry, Jennifer
9. **Old Business**
- a. **New Trustee Orientations:** Jen, Sue, Kathy & Holly scheduled for in person training.
10. **New Business**
- a. **Accessibility grant** for opener for back door. Janet will apply.
 - b. **Computers** got their last upgrade, MS windows 10. The Library has about 24 computers, monitors and scanners with varying dates.
 - c. **Library's 75th anniversary – 2024**
Celebration suggestions: put in motion by Oct-Nov.
 - i. Gala
 - ii. Jubilee book-work with Historical Society-Brendan Strasser
 - iii. Special appeal letter
 - iv. other
11. **Meeting Adjourned** 8 p.m. Harry made a motion, seconded by Sue. All approved

Next Board Meeting: Thursday, March 9 at 7 p.m. in person

Submitted by Ann Pirnot, Secretary