

## Board of Trustees Meeting Minutes

Thursday, May 11, 2023

1. **Introductions:**
  - a. **Present:** Linda Foulke, Harry Heffelfinger, Gerry Hynes, Jennifer Lau, Sue Neumann, Ann Pirnot, Janet Yost (Library Director)
  - b. **Absent:** Holly Hildenbrand, Kathryn Landis, Joshua Sprinkle
  - c. Linda Foulke, President, called the meeting to order at 7:02 p.m.
2. **Approval of Minutes:** (Ann) Jennifer made a motion to approve the minutes, seconded by Harry and approved by all.
3. **Treasurer's Report** (Harry) Gerry made a motion to approve the Treasurer's report, seconded by Ann and approved by all.
4. **Librarian's Report** (Janet)
  - a. Gerry, Ann, and Janet received a certificate of continuing education by attending a training on "Planning and Leading Effective Board Meetings" with Janet Unger on April 20.
  - b. The staff has processed 15,405 passports since 2007, which has made a significant contribution to the Library's income.
  - c. Suggestions were made of local artists to display their work at the Library.
5. **BCPL Meeting** (Gerry)
  - a. A review of proposed changes to the Uniform Requirements and Responsibilities Section 9, with regard to service areas, will be discussed and perhaps finalized.
6. **Municipality Reports:**
  - a. Albany (Linda, Gerry, Sue-1<sup>st</sup> Monday, 7:30 p.m.) Linda went to the mtg. and thanked Albany Township for their support.
  - b. Greenwich (Harry 1<sup>st</sup> Monday, 7:30 p.m.) Harry wrote a note thanking Greenwich for their generous support
  - c. Kutztown (Josh, Ann, Kathy, Holly 3<sup>rd</sup> Tuesday, 7:30 p.m.)
  - d. Lyons (1<sup>st</sup> Monday, 7 p.m.)
  - e. Maxatawny (Jennifer 2<sup>nd</sup> Wednesday, 7:30 p.m.)
  - f. The Library has received funds from all the municipalities, most more than expected.
7. **Friends Liaison Report** (Gerry)
  - a. Plant Sale on April 29 at the Krause Greenhouse was successful
  - b. Bingo Oct. 22 Lyons Fire Co.
  - c. Bus Trip to Winterthur Museum, Garden and Library is planned for Oct. 27, \$85. per person includes bus fare (Elite Bus), admission and tips.
  - d. Holiday Tea Party and Tour at Sayre Mansion Dec. 4 \$50.
  - e. Gonser Gazette will come out soon.

## **8. Committees**

- a. **Fundraising** (Sue, Harry, Jennifer, Linda, and all)
  - i. Books, Brews & BBQ July 16, 2023 update: Small Committee mtg. on May 16, 7 p.m. in Library, Each board member is responsible for selling 6 adult tickets, \$50. each, a Raffle Basket worth up to \$60. Brought to the Library June 19-26) and a dessert (20 individual treats) on the day of.
  - ii. NYC Bus Trip Sat. Nov. 4, \$75. (Klein Bus), Mary Edwards in charge
  - iii. Annual Appeal Letter-September
- b. **Property** (Josh, Ann)
  - i. Plumbing issue: working on it
  - ii. Community Room door, awarded a \$20,000 grant. Getting bids for the work to be done.
- c. **Personnel** (Linda, Josh, Kathy)
- d. **Nominations** (Gerry, Jennifer)
- e. **Finance** (Harry, Mary Edwards, Rob Gottlund, Vicki Sokoloff)

## **9. Old Business**

### **a. Diamond Jubilee-75<sup>th</sup> anniversary**

- i. Banner across Main St. suggested.
- ii. Open House at the Library suggested
- iii. Anniversary Committee with members from the community, the Library Board & Friends of the Library led by a person well known in the community put together by this fall.

## **10. New business**

- a. Gerry proposed a governance committee be formed with members from the Nomination & Personnel Committees to review the by-laws and check that we are in compliance with State Statutes for non-profits.

11. **Adjournment:** Jen made a motion to adjourn the meeting, seconded by Harry & approved by all.

**Next Board Meeting:** Thursday June 8 at 7 p.m.

Submitted by Secretary, Ann Pirnot