

**Kutztown Community Library
Board of Trustees Meeting Minutes
February 10, 2022**

1. Introductions:

- a. Present: Barbara Coffin, Harry Heffelfinger, Gerry Hynes, Judy Koller, Mary Beth Miozza, Lucy Muth, Robert Shade, Joshua Sprinkle
- b. Others: Janet Yost (Library Director)
- c. Absent: Linda Foulke, Arabelle Elliot (Kutztown Borough Liaison)
- d. **Commencement: Ms. Muth called the meeting to order at 7:14 p.m.**

2. Board Minutes: Mr. Shade

- a. Mr. Shade noted an error in the attendance record in the January 2022 minutes. He will correct the error and resubmit the minutes for Ms. Yost to file.
- b. **Approval of the January 2022 Meeting Minutes. A motion was made to approve the minutes of the January meeting pending correction. The motion carried.**

3. Treasurer's Report: Mr. Heffelfinger

- a. Supplementing his written report, Mr. Heffelfinger noted that total expenses are lower than budgeted.
- b. The library has been awarded (not yet received) a \$10,000 American Rescue Plan Humanities Grant. The funds will have minimal impact on our budget since they will be used primarily for non-budgeted items such as a Story Walk.
- c. **A motion was made to approve the Treasurer's report subject to audit. The motion carried.**

4. Library Director's and Youth Librarian's Reports:

- a. Ms. Yost noted that she was gratified that KCL received the \$10,000 American Rescue Plan Humanities Grant since the application required an extensive amount of work on her part.
- b. Jackee Sharayko's Armchair Art program on Roman and Medieval Gardens was a success, as were Taylor Kutz's Passport to Unity boxes exploring Black History.

5. BCPL Report: Ms. Hynes.

- a. KCL received the Outstanding Fundraising Effort Award acknowledging the success of the Country Cruise fundraiser and the Chet Hagan Memorial Public Relations Award (and a \$500 prize) from Berks County Public Libraries recognizing the value of the KCL scrapbook compiled by Joanne Englehart.

6. Municipality Liaison Reports: Ms. Muth

- a. Albany: (Ms. Foulke and Ms. Muth) No report.
- b. Greenwich: (Ms. Coffin and Mr. Heffelfinger) No report.
- c. Kutztown: (Mr. Shade and Mr. Sprinkle) No report.
- d. Lyons: No report.
- e. Maxatawny: (Ms. Koller) Ms. Koller reported on KCL activities at the township's February meeting.

7. Friends Liaison Report: (Ms. Hynes)

- a. As its January meeting, the Friends decided to conduct four fundraisers in 2022: plant sale at Countryside Greenhouse (spring), bus tour to Hershey Gardens

(summer), designer purse bingo (fall), and tour of outside works of art in the Kutztown area.

8. **Committees:** Ms. Muth

- a. **Fundraising:** (Ms. Coffin, Mr. Heffelfinger, Ms. Koller, Ms. Foulke)
 - i. Ms. Muth noted that the Berks County History Center's 2022 Road Ramble on October 22 will start in Leesport and end at the Albany Township Historical Society. She suggested that KCL raffle off gift baskets containing items donated by area businesses.
- b. **Property:** (Mr. Shade, Mr. Sprinkle) Mr. Shade and Ms. Yost will make a list of the electrical repairs that need to be made and then seek volunteers and/or paid professionals to do the work.
- c. **Personnel:** (Ms. Muth) All personnel evaluations have been completed and submitted to the Borough.
- d. **Nominations:** (Ms. Muth) Ms. Hynes and Ms. Muth noted that they have at least three potential candidates to serve as trustees to fill future vacancies.

9. **Old Business:** None.

10. **New Business:**

- a. **Goals and Objectives:** A motion was made to accept the stated Goals and Objectives for 2022. The motion carried.

11. **Other:** Next Board meeting Thursday, March 10, at 7 p.m.

12. **Motion to Adjourn:** (7:37 p.m.) A motion was made to adjourn. The motion carried.

Respectfully submitted by Robert Shade, Secretary