

**Board Meeting Minutes: January 10, 2019**

**1. Introductions:**

- a. **Present:** Rebeka Birch, Barbara Coffin, Harry Heffelfinger, Lucy Muth, Cathy Ruhf, Robert Shade, Mindy Wagaman
- b. **Others:** Janet Yost, Library Director
- c. **Absent:** Ernie Angstadt, Martin Smith, Arabel Elliott, Kutztown Borough Liaison
- d. **Commencement: Meeting was called to order at 7:01 pm by Cathy Ruhf**

**2. Approval of the Minutes: Motioned by Barbara Coffin, moved by Lucy Muth. The motion carried.**

**3. Treasurer's Report:** Janet Yost

- a. Budget:
  - i. \$14,000 in annual appeal to date
- b. **Lucy Muth moved, Mindy Wagaman seconded approval of the Treasurer's Report subject to audit. The motion carried.**

**4. Library Director's & Youth Librarian Reports:** Janet Yost

- a. Investigating estimates for replacing certain plumbing pipes and roof

**2. BCPL Report-** Cathy Ruhf

- a. Trustee Training: March 16 9 am-12 pm at BCPL systems office
- b. 2019 Representative: Mindy Wagaman
- c. Meetings: 1/16, 4/17, 8/21, 11/20 at 7 pm
- d. Awards Ceremony: February 20th

**5. Municipality Liaison Reports:** Cathy Ruhf/Janet Yost

- a. 2019 Municipality reorganization - need updated council names and contact information
- b. Albany – no report
- c. Greenwich – no report
- d. Kutztown – no report
- e. Lyons – no report
- f. Maxatawny – no report

**6. Friends Liaison Report:** Cathy Ruhf/Harry Heffelfinger

- a. 2019 Friends Liaison: Harry Heffelfinger
- b. 3/5/19 Flower Show trip - using Elite; cost: \$80/ticket
- c. **Next meeting: January 15, 2019 at Ozgood's in Kutztown at 12:30 pm**

**7. Committees:** Cathy Ruhf

**a. Nomination:**

- i. 2019 Nomination Committee: Lucy Muth (Chair), Harry Heffelfinger
- ii. 2019 Corresponding Secretaries: Rebeka Birch (primary), Jackee Sharayko (minor correspondence)
  1. Suggested donation request letter to be drafted for Shaynah Kinner Daycare reading programs
- iii. Board members entering their last year of their first term: Ernie Angstadt, Barbara Coffin, Lucy Muth

**b. Property:**

- i. 2019 Property Committee: Ernie Angstadt, Martin Smith (Chair)

**c. Fundraising:**

- i. 2019 Fundraising Committee: Robert Shade (Chair), Rebeka Birch, Barbara Coffin, Cathy Ruhf, Mindy Wagaman
    - ii. D.C. bus trip tabled for Fundraising Committee meeting
    - iii. NYC Bus Trip: currently pricing bus companies, looking into other destinations as well
  - d. **Personnel:**
    - i. 2019 Personnel Committee: Cathy Ruhf (Chair), Lucy Muth, Barbara Coffin
- 8. **Old Business:** Cathy Ruhf/Janet Yost
  - a. "Getting on Board" guide available online and physical copies available
- 9. **New Business:** Cathy Ruhf/Janet Yost
  - a. Annual Library Party: April 5th, 2019 (tentatively for 6 pm) for Friends, Employees, Volunteers, Board
  - b. Community Room rental: addition of \$50/hour for each hour AFTER the room rental is scheduled to end
    - i. **Motion to pass rental amendment by Lucy Muth; seconded by Barbara Coffin**
- 10. **Other:**
  - a. **Next Board Meeting – Thursday, February 14, 2019 @ 7 pm**
  - b. **Next BCPL meeting: January 16, 2019**
  - c. **Next Friends Meeting: January 15, 2019**
- 11. **Motion to adjourn: 8:22 pm by Harry Heffelfinger, moved by Barbara Coffin. The motion carried.**

**Respectfully submitted by Rebeka Birch, Secretary**