

Board Meeting Minutes: April 11, 2019

Present: Cathy Ruhf, Mindy Wagaman, Martin Smith, Ernie Angstadt, Lucy Muth, Robert Shade, Barb Coffin

Absent: Harry Heffelfinger Jr., Rebekah Birch

Staff: Janet Yost

Minutes: There was a correction to the March minutes: The Fundraising committee eliminated the Hatch campaign. Lucy made the motion to approve the minutes as corrected; seconded by Ernie. Motion approved.

Treasurer Report: Martin gave the Treasurer's Report. Interest income is higher as the 6-month introductory rate is a good interest rate. The report is routine; there are no outstanding issues. The money generated by the Friend's trip to the Flower Show has not yet been deposited. Motion to approve the Treasurer's Report subject to audit was made by Lucy, seconded by Ernie. Motion approved.

Library Director Report: Janet submitted her report. Of note: BCPL made an error in the funding formula. One library received \$3,000 more than should have been awarded based on the formula. Rather than incur all the costs with revising this now, it will be corrected in next year's allocations.

Discussion of the cleaning situation occurred. In spite of several conversations with the cleaning person, the situation has not improved. Current cost is \$13 per hour, which is low for cleaning people in the area. Ernie will check; names of potential cleaning people/services should be given to Janet.

Taylor has been nominated and accepted into the Pennsylvania Library Association's Leadership Studies (PALS) Institute and will be attending in June. Congratulations, Taylor!

Hot spots are in demand with a profit margin of \$10; three more have been ordered, bringing the total to 33.

BCPL Meeting: Mindy and Bob attended the trustee training on Saturday, March 16. Mindy found it helpful with lots of information presented. Average giving by municipalities is \$19 per capita - certainly a lot more than is received by this library. Minimum is \$5 per capita.

Municipality report: All municipalities were sent a report last week. Liaisons need to plan visits.

Friends Report: The meeting will be held on Tuesday. The possibility of the Holiday House Tour will be discussed.

Committees:

Property: The brick stairs have been repaired; however there is a gap between the bricks and the blacktop. Ernie will check.

Bachman Roofing and Ontelaunee Builders were contacted about fixing the roof. Estimates have not yet been received. 2019 budget includes \$10,000 for property maintenance which includes roof repairs.

Fundraising: Potential sponsors for the summer youth programs have been contacted and so far three business are sponsoring programs. A second letter will be send, followed by phone calls.

Bob has drafted the annual business appeal letter. It will be send on 70th anniversary letterhead.

Plans for the Library Express on August 3 are progressing. It is possible that additional cars will be available so more people can participate. Advertising will occur in May and June. Discussion of selling concessions rather than catering occurred.

The potential of a Washington bus trip was discussed. Instead of trying to plan a "tour" it might be reasonable just to provide transportation to DC for the day, like is done for the NYC trip.

Old Business: Discussion occurred about the information that was presented on an investment policy. Members were asked to review the policy and discussion will continue at the next meeting.

Motion to adjourn the meeting at 8:29 pm was made by Mindy, seconded by Lucy. Motion approved.

Respectfully submitted by Barb Coffin, Acting Secretary