Bernville Area Community Library  
Board of Trustees Meeting  
Monday, January 10, 2022

Members Present: Bob Soltzfus, Sarah Jones, Christel Wenrich, Jason Wenrich, Shawn Raup-Konsavage

Library Director:

Guests: Debe Donley

Call to Order: Bob at 6:00.
Dates to Remember: Next Meeting 3/14/22 @ 6PM  
Director's Meeting: 1/25/22 @ 9AM Debe will attend in place of the director

Secretary's Report: Accepted-Jason moved, Bob seconded. All in favor.  
Sent prior to meeting by Sarah for approval and changes.

Treasurer's Report: Accepted-Sarah moved, Shawn seconded. All in favor.  
Christel has moved financial information into QuickBooks for efficiency  
Debe will check on the Art Grant excess of 384.62 from 2019

Director's Report:

Debe brought employee and URR concerns to the board in lieu of a director’s report.

● Shawn advised contacting county for technical assistance (finding the important patron/circulation counts and the receipt printers) and for a list of the analytics we need for compliance

● Facebook
  ○ Shawn will show Debe how to use FB analytics for the necessary reports
  ○ Changing from a gray page to an administrator operated page is necessary as FB has made changes which restricts gray pages
  ■ Debe will be the administrator and will grant posting privileges to staff/board.

● Hour Changes: Motion for
  ○ Mon-Thurs change to 10-7 from 11-8 in order to help with children's programming and better use of staffing resources. (7-8 PM is very slow.) Change takes effect 1/31/22.
  ○ Friday opening would be good, but we need programming, preferably for teens. Plan for March
  ○ Debe will create new signage, contact county for website changes, and make changes to FB.
  ○ Jason moved, Christel seconded. Motion passed

● Purchases: Motion for
  ○ 2 Taller counter chairs-max. $100/chair to be purchased after placed on the Giving Tree for a month
  ○ Printable checks-max $150/1000 checks
  ○ Backup System-research 1 Drive and external harddrive which works with the network-max $100
  ○ Christel will order with the debit card
  ○ Sarah moved, Bob seconded. Motion passed

● Other
  ○ How do we pay for programming/get sponsorships?
Debe doesn’t have an amount she is able to spend on craft programming
Lost books require fine payment OR book donation after circulation and shelf checking is completed

- HotSpots
  - Need to be issued with the contract clearly stating that an unreturned equipment fee of $100 will be assessed with the canceled service if the equipment is not returned in a timely manner.
  - If $100 is not paid, the magistrate will be contacted.

Old Business
1. Fundraising
   a. A ½ page ad in the Tulpy musical program encouraging support
   b. Return to using the Giving Tree
   c. Contact county because the donate to BCL does not work
2. Bob contacted county for marketing and meeting attendance help and was met with little/no help

The remainder of the agenda was tabled in order to go to executive session at 7:35

Sarah Jones, Secretary