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**MIFFLIN COMMUNITY LIBRARY  
BOARD OF DIRECTORS' MEETING  
September 22, 2021**

Megan Huesgen, Board President, called the meeting to order at 7:06 PM via zoom  
Voting Trustees present: Megan Huesgen, Allison Kalbach; Alex McCarty; Colleen Stamm, Cynthia Thomasset, Carey Babczak. Also present perspective member Veronica Martin.

Voting Trustees absent: LaTasha Thomas, Karen Cook  
Non-voting members present: None  
Staff present: Natasha Donaldson  
Friends of MCL Liaison present: Carolyn Royer

Cynthia Thomasset moved to approve the consent agenda items and C. Babczak seconded the motion. The motion carried to unanimously approve the following items:

Consent Agenda

- Approval of minutes of August meeting minutes
- Friends of MCL report
- MCL Director's report

**Friend's Report:**

- Carolyn Royer reported that the chicken BBQ fundraiser went well, they donated 26 remaining dinners to a woman's shelter. First weekend of November they will have their Books and Baubles sale (4-6th) and in December a Poinsettia Sale. They also are running a frozen pie sale, with a deadline for ordering 11/6, and delivery 11/20.

**Treasurer's Report:**

- The balance sheet and the profit and loss statements were reviewed. It was reported that year over year to date the library's cash position remains in a "fine financial state". The library has a "positive bottom line income". In August the library received a gift of \$5000 from the Shillington Social Quarters, and grants are on track for the year end budget. Staff has been managing the budget very well. 12% of the operation budget will be spent on collection improvement. We are under budget with "contracted services" and over budget for insurance costs. We had some facility costs as well, including a sprinkler system leak as well as a sump pump that needed replacing in the mechanical room. Mention of creating a Facility Assessment Capital Plan, to target income for any issues that may arise.



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### **Director's Report:**

- Natasha Donaldson emailed her directors report prior to the meeting, all is running smoothly at the library.. She reported that they got a \$1000 grant from the Berks County Friend which will be focused on Wellness and Health programs to be used over fall and winter months. They are running their regular adult and juvenile programs and wrapped up summer programming, and are working on getting the annual appeal ready. This fall they have more special programs coming including a partnership with the Reading Royals for a reading challenge.

### **New Business:**

- Library Systems Agreement has been updated by Natasha President and Secretary will need to sign it for the Berks Library System. Our library is in complete compliance. M. Huesgen made a motion to sign this document, seconded by A. McCarty.
- For the 2022 budget, Natasha Donaldson sent it to the finance committee, who went through each line item in detail. There has been no salary increase for staff since 2019, so this was discussed, with no decision being made at present.

### **Ongoing Business:**

- Discussion of board members attending municipal meetings, to thank officials for their continued/increased support. The Board President will send out times of local meetings for board members to sign up and attend. C. Thomasset attended Cumru Township meeting and asked for level funding or increase, and board members were attending other meetings being held later in September as well.
- Annual appeal, the brochure is complete and ready for mailing and distribution. N. Donadson was reviewing the mailing list prior to them being sent out.
- Covid update: library running well and no issues
- Governance Committee update: Committee accepted the resignation of Carolyn Kykens from the board. Veronica Martin was present at tonight's meeting, as a prospective member, we have seats open, if anyone can refer someone to the board. Searching to replace President and Treasurer.
- Finance Committee update: met via email and all is stable, reviewed 2022 budget.
- Fundraising Committee: Various ideas have been proposed to implement in 2022. Restaurant fundraiser, also a food truck and game event for fall of 2022, and partnerships with Nolde Forest, Berks Nature Center. Proposed that each board member also take a month on Facebook and do a fundraiser for that passive income. Discussed doing fundraising through Giant, Redners and Amazon as passive fundraisers as well. Goal of \$7000 for this fundraising season.

The meeting was adjourned at 8:35 pm, with a motion to adjourn made by C. Thomasset,, second by A. McCarty, all in favor. . .



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The next meeting will be October 27, 2021 at 7:00 via zoom.

Respectfully Submitted,

Cynthia Thomasset  
Secretary