Brandywine Community Library Meeting Minutes - Board of Trustees

March 26, 2026 - 6:30 PM

Attendees

Visitor:
Emily Mohry

Present:
Heather Wicke, Amy Portzline (via Zoom), Amity Grim, Colleen Kristula, Deb Kirby, Missy Hartman

Absent:
Louise DeMatteo, Kate Emenheiser, Doug Sherry

Call To Order

Amy Portzline called the meeting to order at 6:30pm

Approval of Minutes

Missy moved that the Board approve the minutes from February 26th, 2026. Deb seconded. Minutes were unanimously approved.

Review of any email approvals between meetings

None to review

Financial Report

Nothing from Doug to report/approve.

System Meeting

Meeting dates for 2026: 2/18, 5/20, 8/19, 11/18
Missy Hartman & Louise DeMatteo are representatives
Missy had nothing to report from the February meeting.

Librarian's Report

Policies

Colleen moved that the board approve to renew the following policies: Confidentiality of Patron Records, Public Comment at Trustee Meetings, and Emergency Closing and Inclement Weather. Missy seconded. Policies unanimously approved.

Librarian Notes

Working to update items to be in compliance with accessibility requirements.
Prepping the events for the Summer Reading Program for 2026.
There will be a library lover's spirit week in April

Fundraising Report

Critical to fundraise, in light of budget reductions.

a. The Fundraising Committee is open to all; please contact Heather or Amy to join.
b. Iron Pigs games (volunteer shifts) scheduled for the spring season.
c. Herman's dineout dates secured for summer.

Community Outreach

Township Advocacy Visits in the Spring - board members should plan to attend their respective meetings in April/May and again in September; there will be access to an information packet to share if preferred. *If an emergency arises and you can't present, contact the President, VP, and Library Director.*

i. Longswamp
ii. District
iii. Topton
iv. Rockland

Community Events

- America 250th = Longswamp Swampfest celebrating 250th.
- Topton block party 5/30 (5/31 rain date) "Topton 150th" – need volunteers to work the library table at the event

Old Business

- Iron Pigs volunteer opportunity- Volunteer at the Iron Pigs games and the 'pigs will donate the hourly rate to the Library. Minimum age 14. 5hr shifts.
- Longswamp representation - still searching.

- Kiwanis club update - Deb and Colleen. Had an opening event to celebrate Kutztown/Brandywine chapter.
- Ongoing discussion: decreased library funding impacts

New Business

- None to discuss

Public Comment/correspondence

**Public comment limited to residents and taxpayers*
Discussed general responsibilities of a board member (as a preview for new/considering members)

Adjournment

Deb moved for adjournment. Seconded by Missy. The meeting was adjourned at 7:03pm.
Submitted by Amity Grim, Secretary, BCL Board of Trustees

NEXT BOARD MEETING Thursday, April 23, 2026 @6:30 PM

Board Email bclibraryboard@gmail.com