Brandywine Community Library Board of Trustees Meeting Minutes

May 28, 2026 at 6:30 PM

Attendance

Visitors: none
Attendees: Heather, Amy, Amity, Colleen, Deb, Kate, Louise
Absent: Doug, Missy

Call to Order 632pm

Items for Review

- Previous Month's Minutes: Colleen moved that the board approve the minutes for April 2026, and Deb seconded. Minutes unanimously approved.
- Review of any email approvals between meetings: Nothing to review.

Reports

- Financial Report: Kate moved that the board approve the financial report, and Deb seconded. Financial report approved.
    - Paperwork is finished for the ACH system, faster payments
- System Meetings 5/20, 8/19, 11/18
    - Funding formula changing next year
- Librarian's Report
    - Policies to approve:
        - Nepotism policy renewal: Colleen moved that the board approved the nepotism policy and Louise seconded. Policy approved.
        - Document retention policy: follow-up in June
    - Summer reading coming
        - Kevin McCloskey visit
        - Diggers in Topton
        - Goal of more reading minutes than last year
    - Staffing:
        - Employee handbook needs freshening up.
        - Staffing is tricky with part-time schedules
    - YLH grant - funding and participation deadline extended to August
- Fundraising Report
        - May- Buckeye Tavern 5/11; Herman's 5/20; Iron Pigs Games; front desk Bake Sale doing well; Mystic Cottage Candles
        - June- Herman's 6/15; Pickles; R&K Subs; T-shirts; Sunshine Signs

Community Outreach

Township Advocacy Visits- Board members need to attend their respective meetings in April/May and again in September. *If an emergency arises and you can't present, contact the President, VP, and Library Director.*

- Longswamp - Kate presented on 5/12
- District- Amy presented Thu 5/21/26
- Topton - Deb and Colleen 5/1/26
- Rockland - Missy presented in May

Community Events

America 250th

- Topton Block party 5/30
- Swampfest 6/13

Old Business

- T shirt fundraiser 5/1 to 5/22 online with Geist, sold 47 units
- Iron Pigs volunteer - Kate worked several shifts this Spring
- Longswamp representation - still searching
- Kiwanis club update - recent meeting was cancelled at the last minute
- Ongoing discussion: decreased library funding impacts

New Business

No new business

Public Comment/Correspondence

No comments

Future Meetings

Next Board Meeting: Thursday, June 25, 2026 at 6:30 PM

Adjournment

7:34pm; Submitted by Amity Grim, Secretary, BCL Board of Trustees