

Boyertown Community Library
Board of Trustees Meeting
October 25, 2022

Meeting was called to order at 7:04 PM. The meeting was held at the Boyertown Community Library.

In attendance: Chuck Wohl, Cindy Mellor, Rob Kistler, Kathy Kolb, Justin Hall, Pat Nunan, Tina Brown, Sara Bates, Director Denise Pulgino-Stout

Absent: Andrea Kershaw, Kelly Kindig

Guests: Amanda Burkhard-Sell

1. Call to Order
2. Roll Call
3. Recognition of guests
4. Approval of Minutes of the August Board of Trustees meeting
 - a. Pat motioned to approve the minutes of the September meeting. Tina seconded. All in favor. Motion approved.
5. Report of the Director
 - a. Denise referred the Board to her October report distributed prior to the meeting.
 - b. Denise attended training for Brivo (door), the door can now be locked/unlocked remotely.
 - c. The new Youth Services coordinator will start work on 11/7/2022. The candidate for the Development Coordinator position was offered the job, but turned it down.
 - d. Denise distributed the proposed closure dates for 2023. Justin motioned to approve the dates. Pat seconded. All in favor. Motion passed.
 - e. Kathy and Sara are working with Denise on the annual appeal.
 - f. Approximately \$4000.00 of the BCCF grant remains to be spent. In discussions with Denise, the grantor emphasized that it should be used to promote "community space" if future monies are to be given, and non-profit groups should be allowed to use rental space for free.
 - g. Denise discussed the application and plan for state aid. She decided the state aid money will be used for salaries. Tina motioned to approve the state aid plan. Cindy seconded. All in favor. Motion passed.
6. Report of the Treasurer
 - a. Cindy referred us to the balance and budget sheets distributed prior to the meeting. She noted that there is a surplus of money still left for material expenditures.
 - b. Justin motioned to approve the financial statements. Pat seconded. All in favor. Motion passed.
7. Committee Reports
 - a. Executive (Chuck)
 - i. No report.
 - b. Facilities (Pat)
 - i. Pat referred everyone to her report distributed prior to the meeting.
 - ii. The price for the proposed sound proof sliding door for the conference room will be in the \$50,000.00 range.

- iii. Pat recommended an ad-hoc committee to plan the schedule and scope of the library remodel. Chuck appointed pat the chair of said committee, she can add members as she chooses and will update the Board periodically.
 - iv. The listing agreement for the sale of 29/31 E. Philadelphia Ave. was distributed prior to the meeting. Tina motioned to approve and have Chuck sign the agreement. Pat seconded. All in favor. Motion passed.
 - c. Finance (Cindy)
 - i. No report.
 - d. Fundraising (Sara)
 - i. The basket raffle fundraiser raised over \$12,000.00. There were approximately 250 attendees. The committee will meet later in the week to discuss the event results further.
 - ii. The disc golf fundraiser brought in \$2044.11.
 - iii. We are still waiting on the final receipts from the Wine Walk in September.
 - e. Governance (Kelly)
 - i. No report.
 - f. Planning (Tina)
 - i. No report.
- 8. President's Report (Chuck)
 - a. Pat will chair the Nominating Committee for next year's officers. Hopefully the slate of officers will be chosen by the next meeting.
 - b. Chuck distributed the 2023 Board meeting schedule prior to the meeting. The June meeting date was changed to the 27th and the December date was changed to the 12th. Tina motioned to approve the meeting dates. Cindy seconded. All in favor. Motion passed.
 - c. There will be a holiday party on December 16th after the library closes for staff, friends and board members. Invitations will be sent out.
- 9. Old Business
- 10. New Business
- 11. Good of the Order
- 12. Justin motioned to adjourn the meeting. Rob seconded. All in favor. Meeting was adjourned at 8:00 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on December 13, 2022, at the Library, commencing at 7 PM.

Action Items

None.