

**FAPL Board of Trustees Minutes  
September 19, 2017**

Meeting called to order at 6:30 p.m. Present were Lois Geist, Dan Stafford, Bill Thomas, Mackenzie Weaver, Laura Walizer, Akiko Strum, Marsha Anderson, Library Director Carin Mileschosky, and Business Manager Daniel Hoch

**Guests:** Denise Sticha from The Berks County Library System spoke to the library board on procedures to setup and run a capital campaign to raise funds for a new library. She also gave us guidelines and answered questions on applying for a Keystone Grant.

**Minutes** Akiko Strum moved and Laura Walizer seconded the motion to approve the minutes from August 15th. Motion carried.

**Correspondence:** A letter was received from Richmond Township approving the appointment of Alexa Schaeffer to the Fleetwood Area Library Board of Trustees.

**Treasurer's Report:** Daniel Hoch presented the financial statements for the month of August. Bill Thomas moved and Akiko Strum seconded the motion to accept the financial reports as submitted. Motion carried.

Daniel Hoch reported that the library received a check for \$462.56 for selling Duck Race tickets for the Fleetwood Carnival. The library is currently using First Data for credit card processing. They have added a flat monthly fee of \$25.00 in addition to the regular fees. Motion was made by Dan Stafford and seconded by Bill Thomas to change the company we use for credit card processing to Square. Motion carried.

**Library Director's Report:** Carin Mileschosky presented three library policies for the board's approval. A motion was made by Laura Walizer with a second by Mackenzie Weaver to approve the Library Service Policy, Personnel Policy with Job Descriptions, and the Library's Long Range Goals. Motion carried.

A motion was made by Akiko Strum with a second by Bill Thomas authorizing Carin Mileschosky to advertise for a part time youth services librarian. Motion carried.

**BCPLS Report:** Dan Stafford attended the August BCPLS meeting. He reported that discussion was held regarding setting up a Social Media Policy and they presented a preview of the new website. The next BCPLS meeting will be held in November.

**President's Report:** Discussion was held regarding the mini-golf event that was scheduled for October. It was decided the event should be cancelled as no one is able to head the committee at this time. The board also discussed trying to sell the golf course as it takes a lot of man power to setup.

**Old Business/New Business:** There was no old or new business to discuss.

Meeting adjourned at 8:30 p.m. upon a motion by Dan Stafford and a second by Laura Walizer. Motion carried.

Respectfully submitted, Marsha Anderson