

Unofficial minutes of The Brandywine Community Library Board of Trustees Meeting - January 26, 2023

Visitor Recognition: Amity Grim

Attendees: Amy C, Amy P, Jennifer, Doug, Mary, Heather, Jessica, Melissa

Absent: Nicole, Karen

Call To Order Motion at 6:05 pm: Amy C, Second: Amy P.

Previous Month's Minutes – November Meeting minutes Motion to approve: Amy C, Second: Amy P.

Special Budget Meeting Minutes (12/14): Motion to approve: Jenn, Second: Doug
email approvals between meetings
-approved meeting room request

Financial Report – Balance sheet good. Short on general donations from projections but ahead on annual letter and ahead on board fundraisers
Motion to approve: Mary; Second: Jenn

System Meeting – Karen absent. Karen attends these meetings, Melissa is now the backup

Next meeting: 2/15 at 7:00 pm (virtual)

Librarian's Report –

February calendar is busy

Walking club on Saturdays and maybe Wednesdays when weather is better

Wellness book club

February is library lover's month (kindness bingo, post it note artwork, poems, heart raffle, gumball machine with trinkets/pay \$1 for prize)

Summer reading: June 12- July 29 with theme "All together now"

Policies: Emergency handbook – send concerns for adjustments to Heather

Mission statement: Motion to approve: Amy C, Second: Doug

Bilaws- added "in person and/or virtually" Motion to approve: Jenn, Second: Amy P.

Strategic Plan: increase signage for library, add changing tables to bathrooms (will speak to Diakon), increase fundraising opportunities, Teen Advisory Board, Teen room (they bought new chairs with money they raised), Grant Writing (we have a new contact and another volunteer to assist), Need a new strategic plan for next year

Youth Services: Amber is attending preschool program at the school

Blood Drive: 6/20 from 1:00 pm to 6:00 pm

Abby (last year's summer assistant) wants to come back for 8 weeks

State report and training: Heather and Doug attended
All libraries went fine free and took buyout
We received \$2,853 from systems for fines

Human Library: attorney never got back to Heather
Kutztown Univ having human library on March 28
We are going to table signing agreement for now

Copy Price: change price from 20 cents to 25 cents per page Motion to approve: Amy C, Second: Doug

Summer T-shirts: Fundraiser: Amber connecting with Geist for “spirit wear” link, Need design – Jenn asking Graphic Arts at school, or maybe teens can design. Theme “All together now”
Motion to approve: Doug

BCPL awards: March 1 at 6:30 at Berks County Ag Center

New Trustee Orientation: At systems headquarters, Melissa and Amity need to go, dates are in March (no virtual option)

Fundraising

-Hoagie Sale: hold it every other month, Amy C will contact Nicole for February date

-Wine & Stein May 20, 2023

Top priority get sponsors and then raffle donations

Amy is working on letters for sponsors

Info in Wine and Stein 2023 drive

Jenn is looking into food

-National Library Week donor campaign mailing April 23-29 (after getting wine and stein sponsors) asking for donations, Motion to approve: Amy C Second: Jenn

-Deka Letter- ask for funds again? needs specifics

-Yoga Fundraiser with local people for instructors, where: outdoors in summer? Fundraiser vs wellness program

-Peter Pickle fundraiser - kickoff at wine and stein and delivery by July 4, do this fundraiser 2x/year

-Honey Fundraiser – 2x/year

-Paisley and company fundraiser - 2x/year maybe Mother’s day

-Candy Bars – ongoing, bring along to Swampfest

-Other ideas: mini golf, Duck/Turtle Derby, Sheldon’s birthday fundraiser, Sheldon artwork/paint party, have a “read over” mom’s night out at the library, read a thon

Community Outreach

-Alane Falcone (on Topton Borough Council) reached out to Amy C to remind us that we can be present at all Boro events and sell things to raise money, donation bucket, candy bars. Library will have first dibs on their events, can use the park for events and the meeting room at Borough Hall. She suggested a Meet the Turtle event

- LVHN Mobile Mammogram could be health promotion event or have it present at another event?
- Township Advocacy: need members in these areas to talk to people, try to ask for more funds from Rockland and Longswamp Townships esp. Members from those areas need to schedule to go to meetings before summer (March/April)

Old Business

- Rotary Grant – apply for grant, deadline 3/31, needs short description for program, funds are distributed in July
- Heather annual review: Amy C to meet with Heather
- Committees need members to head committees and help out Fundraising, Advocacy, vendor fair, Wine and Stein and Budget

New Business

Open Board Position

- Candidate Amity Grim from Rockland Township. Amy C nominated her for position, Doug Second, Amity accepted open position.
- Thank you Jenn for your service! She is going to continue to do Wine and Stein

Motion to adjourn meeting at 7:55 pm: Amy C and second: Jenn

NEXT BOARD MEETING Thursday, February 23, 2023 6:30 PM