MIFFLIN COMMUNITY LIBRARY
BOARD OF DIRECTORS' MEETING
December 5, 2018

Megan Huesgen, Board President, called the meeting to order at 7:05 PM.
Members present: Carey Babczak; Karen Cook; Patricia Reichl; Brandon Seidel; Trish Shermott; Rebecca Worley and Colleen Stamm.

Consent Agenda:
Karen Cook moved to approve the consent agenda items and Carey Babczak seconded the motion. The motion carried to unanimously approve the following items:

* Minutes of the October 24, 2018 Board Meeting
* Library Director’s report
* Friends of The Mifflin Community Library report
* Berks County Public Library System Report & 2019 Funding Formula

Treasurer’s Report:
* The balance sheet, fundraising detail report, and profit and loss statements were reviewed. Carey Babczak reported that the budget is on track and there is nothing outstanding to report.

New Business:
* The Board reviewed the new Circulation Policy which is effective January 1, 2019. After some discussion, Trish Shermott made a motion to approve the policy and it was seconded by Rebecca Worley. The motion passed unanimously.
* The Board reviewed the Fixed Asset Capitalization Policy. Carey Babczak suggested some changes. A motion was made by Brandon Seidel to approve the policy and it was seconded by Karen Cook. The motion passed unanimously.
* Megan Huesgen recommended that the Board present Andrea Hunter with a bonus. Andrea took on some extra responsibilities while the Director was on maternity leave for 6 weeks. A motion was made by Trish Shermott to approve this bonus and it was seconded by Rebecca Worley. The motion passed unanimously.
* There was a discussion about the composition of the Board for 2019. There is a possibility that there will be some changes. More details will be available at the next Board meeting.
* The Board is in the process of getting quotes for a facilities assessment. The board discussed the quotes we received. The discussion was tabled until the January Board meeting.

Unfinished Business:
* Patricia Reichl presented the 2019 library budget. With changes to the board fundraising plan for 2019, the Board is uncertain about the amount of money they can raise for the library. After some discussion and careful consideration, the board decided that the library needs to have a fundraising plan before the end of March 2019. A motion was made by Trish Shermott to approve the 2019 budget and it was seconded by Carey Babczak. The motion carried unanimously.
* The annual appeal campaign was mailed and board members reported receiving the letter. Patricia Reichl will have an update on the mailing at the next Board meeting.

The meeting was adjourned at 8:30 PM.

The next meeting will be held on January 23, 2019 at 7 PM in the library.

Respectfully Submitted,
Colleen Stamm
Vice-president