

Board of Trustees Meeting Minutes
February 28, 2017

Board members present: Tim Kreider (President), Nancy Carrington (Recording Secretary), Irene Sileski, Paula Swanson (Corresponding secretary), Diane Schwab-Sullivan, Danell Schoemaker

Guests: Nina Meister (Library director), Harriet Grimes, Jim Gibson, Connie Keller (Womelsdorf Boro)

- Call to order a 6:35 pm by Tim Kreider.
- Welcome to guests and Friends
 - Jim Gibson is interested in becoming a board member
- Good news / brag moments
 - \$8275 received from our mail campaign so far this year
- Minutes of January meeting approved.
- Correspondence
 - Paula has written 136 thank you notes to date.
- Nina drafted a letter to Richland Library to respond to their concerns about our sending fund raising letters to their citizens and Paula distributed it to the board. Tim will send it to Richland Library board.
- Open forum for guests and Friends
 - Harriet said that everything is falling into place for the Memorial Run. Only glitch is we need a \$150 rider on insurance policy. Asked that we all sign up to help with run.
- Approval of Irene Sileski as treasurer. Danell moved and Nancy seconded that Irene become treasurer. Unanimously approved.
- Review Financials
 - Fall Fundraising mailer status
 - Year end profit & loss and balance sheet very good. We exceeded revenue even though some funds didn't come in until 2017.
 - 2017 budget approved
 - Have a little money we can use for prioritized purchases for the library. Nina will distribute a list to board members of her suggestions.
- Director's report
 - We had a good year last year.
 - 3% increase in circulation over January 2016
 - 28% increase in Children's Program attendance
 - Recipe club will meet March 7, 5-7 pm. Focus on rice and pasta. Nine people attended in January.
 - Mini golf weekend will be March 31 and April 1
 - Memorial run will be April 22

- AAA Senior Driver training course refresher scheduled for April 25. Class is full. Nina is trying to schedule another course later in the year.
- Nina has a good candidate for the children's librarian. Her name is Jennifer Harris. Board approved her hire. Nina will call her tomorrow. Rate will be \$12/hour.
- BCPL questionnaire on funding formula
 - Review year end statistical information for all libraries
 - Extensive discussion about our strengths and challenges. Our community support is excellent
 - Irene agreed to help Nina with completing the narrative for the questionnaire.
 - Check signing authorizations w/ Fulton Bank
 - Second signature requirement
 - All board members asked to stop by bank and get signature authority.
- Credit Card fees and options.
 - Monthly fee for us is \$30. We are losing money because fees are so low. Will investigate using Square. Nina will look into it.
- Update of search for Children's Librarian--see above under director's report.
- Open forum
 - Additional board member still needed.
 - Extensive discussion about how to increase programming especially for teens.
 - Time to update our strategic / long-term plan. Focus on being a community center.
- Meeting adjourned at 8:05 pm.