

Board of Trustees Meeting Minutes

March 28, 2017

Attending: Tim Kreider, President, Nancy Carrington, Secretary, Irene Sileski;
Treasurer Swanson, Corresponding Secretary

Guests: Nina Meister, Library Director; Carolyn Edwards, Harriet Grimes, Betsy Hartman

- Call to order at 6:35 pm by Tim Kreider
- Welcome to guests and Friends and introductions
 - Betsy Hartman is a retired nurse who recently moved to Stonecroft from Lehigh Valley. Considering applying for board position.
- Good news / brag moments
 - Nina said that the recipe club jumped from 9 to 12 participants.
 - Nina said she and her family just completed their tenth year of hosting Miss Southeastern Pennsylvania and Miss Neshaminy Valley candidates.
 - Nancy complimented Kay and her approach to patrons and others. She goes above and beyond her basic job description.
 - Paula said she witnessed Nina helping a young woman to complete a job application and write a resume. Nina is interested in offering this as a service from the library in the future. A discussion ensued about other things that we can do to assist the community. Nina will work to develop a plan of audience and outline.
- Approval of February minutes
 - Irene moved, Paula seconded to approve minutes as submitted.
- Correspondence
 - No correspondence
- Open forum for guests and Friends
 - Melissa Edwards Memorial 5K
 - Good response from business sponsors—will probably have about \$6000
 - Only 10 participants signed up so far but that isn't unusual at this point. Large number of other races in the area.
 - Big need for volunteers. Carolyn said that Demolay boys are going to help set up and take down.
 - Friends have authorized buying a new tent.
 - Flyers will be ready this week and Boy Scouts and Cub Scouts will deliver to households.
 - Want to start planning for special things for next year's tenth anniversary.
- Review Financials for February
 - February financials not complete
- Director's Report
 - Statistics
 - 2% decrease from 2016 in circulation

- 11% decrease in children's program attendance
- 10% increase in adult program attendance
- Need volunteers to help move the mini golf set into the library tomorrow. It is very heavy. Will do it tomorrow. Then must be set up on Friday. Will be taken down at 7 pm on Saturday. Nina has advertised the event in the Merchandiser, on Facebook, and a few flyers in various places. The event is scheduled Friday from 4 pm-7 pm and Saturday 9 am - 7 pm. There will be no set fee but donations will be accepted.
- Recipe club next time is appetizers and finger food.
- Library closed April 14 and 15 for Easter.
- April 22nd is the Memorial Run
- AAA refresher course is April 25th 12 - 4 pm
- May 6th is the Charlie Adams event from 12:13 pm - 2 pm. Speaker honorarium is \$100 and Nina will need a check two weeks in advance. Also approved previously \$100 for refreshments.
- Credit card issue (status of the square?) Nina recommends we move forward using Square and eliminate our credit card company due to the expense. Nancy moved and Irene seconded that we move forward with Square. Motion approved.
- Ideas for library investments
 - DVD drawers and repairs/improvements
 - Appearance and functionality of Children's Area
 - Graphic design station
 - Moving computers and shelving around for functionality
 - Expanding staff and/or hours
 - New projector screen mounted on ceiling. Nina will get pricing.
 - Carolyn suggested we may need plantings on east side of building. We do need to replace the boxwoods.
- BCPL Questionnaire submitted to systems. Board members approved.
- Check signing authorizations with Fulton Bank

Second signature requirement. Irene spoke with Ruth Strunk at Fulton Bank and none of the current board members are authorized to sign including the president. Ruth is very confused about how to handle this. All of us have spoken with Ruth and she does not follow through. Tim, Nancy, Paula, and Irene have all spoken with Ruth previously with no results. Board members authorized by the board to sign checks are Tim Kreider, Irene Sileski, Paula Swanson, and Nancy Carrington. Discussion about switching banks took place. We will give Fulton Bank another chance to make it right.

Motion made by Paula and seconded by Nancy to have Irene write a letter to Fulton Bank and Ruth Strunk outlining our issues.
- Nancy asked about status of memorial bench for Brad Beamesderfer. Tim said that Danell is in charge of that project and is supposed to be getting pictures and prices to us. Brad's death occurred two years ago in May so group thought we should get the bench installed by that time.

- Additional board member still needed.
- Open Forum / Other items
 - Discussion on potential special “projects” and the amount to budget for each item – what items will provide the best “return on investment”: patron appreciation, circulation, meeting patron and community needs, image and supporting the library as a hub in the community?
 - DVD drawers
 - Carpets/flooring – cleaning or replacement? Nina has a carpet cleaner and will see if the spots will come up without replacing. Paula suggested we hire a professional carpet cleaning company. Tim will let Nina know of someone he knows who does this.
 - Carolyn will put together a list of shrubs we need for landscaping
 - Make basement acceptable to code for permanent book sale
 - Irene discussed “human library” concept to consider and also libraries as third spaces. Look at humanlibrary.org.
 - Complete some of the improvements that were part of the grant application
 - Coffee and tea kiosk
 - Display area for local artists
 - Paula moved and Irene seconded that we set aside \$3000 for needed changes. Approved by board.
 - Priorities will be
 1. DVD drawers
 2. Children’s area
 3. Expansion of hours. Nina will let us know her recommendations and cost.
 4. Cleaning carpets
 - Problem with neighbors using parking lot excessively. Caused issues with snow removal. We will send letters to neighbors to specify hours that they may use it and when they may not. Will include they must move during snow emergency. Tim will go to boro to ask for assistance. Motion made by Tim and seconded by Irene approved to go to boro about the issue.
- Meeting adjourned at 8:25 pm

Respectfully submitted,

Nancy Carrington, Secretary