

Boyertown Community Library
Board of Trustees Meeting
April 16, 2024

Meeting was called to order at 7:02 PM. The meeting was held at the Boyertown Community Library.

In attendance: Tina Brown, Kelly Kindig, Rob Kistler, Joanne Heffner, Pat Nunan, Justin Hall, Sara Bates, Amy Nase, Director Denise Pulgino-Stout

Absent: None

Guests: Sarah Vasquez

1. Call to Order
2. Roll Call
3. Recognition of guests
4. Approval of Minutes of the March Board of Trustees meeting of March 19, 2024.
 - a. Rob distributed the minutes of both prior to the meeting. There were no questions or comments. Pat motioned to approve the minutes of the March Board Meeting. Sara seconded. All in favor. Motion approved.
5. Report of the Director
 - a. Denise distributed her report prior to the meeting. She asked for approval of \$12,419.07 for the purchase of new laptops for staff and patrons. This money will be provided by the BCCF grant that was received last month. Justin motioned to approve the purchase. Pat seconded. All in favor. Motion approved.
 - b. Denise started a discussion about installing panic buttons on the 2nd floor following an “active shooter” in-service the staff recently had. The facilities committee will look into this and having the alarm system checked.
 - c. Ridgewood Winery has approached the library about having an evening book club. The winery will participate and would like to sell wine and other beverages during the meetings, and they will provide all the necessary licensing. Denise will contact the insurance company and confirm there aren’t any liability issues before this program is approved.
6. Report of the Treasurer
 - a. The March financial reports were distributed prior to the meeting. Rob questioned why the amount in the money market account hasn’t changed from the previous month. Joanne did not report the interest because she hasn’t gotten access to the account yet. Tina will make sure she has access to the account. Pat motioned to approve the financial reports. Justin seconded. All in favor. Motion approved.
7. Committee Reports
 - a. Executive (Tina)
 - i. No report.
 - b. Facilities (Justin)
 - i. Justin distributed his report prior to the meeting.
 - ii. Due to a leak in the outlook and the deterioration in the platform and steps leading to it, a contractor needs to be retained to assess the damage. Tina stated

that board approval is not needed just to have someone look at it even if they charge a fee to do so.

- iii. The HVAC system fan coils need to be replaced. Justin motioned to approve \$92,680.00 plus up to \$18,536.00 for contingencies to have N.B. Rogers do the work. Pat seconded. All in favor. Motion approved.
- c. Finance (Joanne)
 - i. No report.
- d. Events (Amy)
 - i. The committee report was distributed prior to the meeting. Libations at the Library will be on May 11, 2024. Sarah asked the board member to be there if they can to mingle with the guests.
 - ii. Kelly initiated a discussion about basket raffles and how local organizations have been having a difficult time selling tickets and if our annual event will also have trouble.
- e. Governance (Kelly)
 - i. The revised Meeting Room Policy was distributed for review prior to the meeting. It will be edited to clarify what audiovisual equipment the library provides. Amy motioned to approve the policy with edits. Joanne seconded. All in favor. Motion approved.
- f. Planning (Sara)
 - i. No report.
- 8. President's Report (Tina)
 - a. An unexpected \$28,000.00 was recently received from the Linda Grill estate. There will possibly be more coming as the estate continues to be settled.
 - b. Andrea notified Tina prior to the meeting that she has resigned from the board.
 - c. There is a new trustee applicant. Tina will follow up with her.
- 9. Friends Report (Amanda)
 - a. No report.
- 10. Old Business
 - a. Tina initiated a discussion about the Collection Policy in light of a desire to run a "banned book" program. Denise would like to have the policy revised to include language about public challenges to programs similar to the current book reconsideration policy. This program would run during the summer.
- 11. New Business
 - a. Kelly questioned the make-up of committees now that the board has been reduced to eight members.
- 12. Good of the Order
- 13. Pat motioned to adjourn the meeting. Kelly seconded. All in favor. Motion approved. Meeting adjourned at 8:21 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on May 14, 2024, at the Library, commencing at 7:00 PM.

Action Items

None