



6 Philadelphia Avenue, Shillington, PA 19607 • 610.777.3911
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**Board of Trustees Meeting
April 24, 2024
Meeting Minutes**

Veronica Martin called the meeting to order at 7:05 PM.

Introduction of Becky Wanamaker, Reading library District Consultant

- Veronica Martin introduced Becky Wanamaker to the Board of Trustees, adding that she is a wonderful resource.

Voting Trustees present: Alex McCarty, Veronica Martin, Colleen Stamm, Rosanna Lindquist, Kera Palm, Kristine Bonfitto, Corinne Brumbach, Allison Kalbach

Staff Present: Natasha Donaldson

Guest: Becky Wanamaker, Reading Library District Consultant

Consent Agenda

- Approval of minutes of February 28, 2024 meeting
- MCL Librarian's Report
- Friends Report
- BCPL February 21, 2024 meeting minutes

Kristine Bonfitto made a MOTION to accept the consent agenda. It was seconded by Alex McCarty. The motion carried unanimously.

Treasurer's Report

- Colleen Stamm reported that despite higher than usual maintenance costs this year, the library is in a good cash position. Our overall expenses are lower than anticipated. The library currently has a net revenue of \$26,000.

Board Education

- Municipal Support
 - Veronica Martin reminded library board members of the importance of attending municipal meetings and getting to know the Borough Council Representatives for the library's service area. National Night Out on August 6th is a good time to meet Borough Council members.
- Membership Agreement
 - Veronica stated that she received confirmation that the library is in-compliance with the BCPL Membership Agreement.



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New Business

- Policy Review
 1. Social Media
 2. Abuse Prevention
 3. Pandemic Policy
 4. Fixed Asset Capitalization
 5. Conflict of Interest
 - After some discussion, Colleen Stamm made a MOTION to approve the 5 policies mentioned above. Corinne Brumbach seconded the motion. The motion carried unanimously.
 - The Document Retention Policy was put on hold for further review.
- New Policy – Social Media Comments
 - Due to recent inappropriate comments on the library’s social media, Natasha Donaldson recommended adopting a Social Media Comments policy.
 - A MOTION was made by Rosanna Lindquist to approve the Social Media Comments policy. It was seconded by Allison Kalbach. The motion carried unanimously.

On-going Business

- Ratify E-Vote approving Corinne Brumbach to Board of Trustees
 - A MOTION was made by Kristine Bonfitto to ratify the e-vote. It was seconded by Alex McCarty. The motion carried unanimously.
- Employee Volunteer Hours
 - Veronica Martin reported that Natasha has spoken with the library staff, and they were informed that employees are unable to volunteer at library fundraisers/events. If approved, library staff can assist with fundraisers as employees (and be paid).
 - A MOTION was made by Alex McCarty to approve. It was seconded by Allison Kalbach. The motion carried unanimously.
- Board Meeting Agenda Inclusion Request
 - Veronica Martin asked Board members to send her topics for the Board Meeting Agenda at least 10 days prior to the Board meeting.

Committee Updates

- Governance
 - Veronica Martin reported that the committee would like the Library Director position to be categorized as a salaried exempt employee (not hourly employee). This will require updates to the Personnel policy.



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- Development
 - Ongoing – the committee is looking for Bingo volunteers (for Mohnton and Community Days). The volunteer link will be put on Facebook and an email blast will be sent out.

- Financial
 - Colleen Stamm reported that she received the paperwork from Long Barrell regarding the library's annual audit. Natasha has signed the paperwork. Colleen will work with Diane Renninger to get the necessary documents to Long Barrell.

Meeting Adjourned at 8:15 pm.

The next meeting will be held on Wednesday, June 26, 2024.