

**Boone Area Library Board of Trustees Meeting  
Tuesday July 16, 2024**

**Call to Order:** The meeting was called to order at 7 pm by Chair Chrissy Mittura. Those in attendance were Trustees Kendra Hettel, Chrissy Mittura, Nicole Sapna and Ashley Hoffman. Brooke Halter attended via phone. Robin Fox was absent. Also in attendance were Bonnie, Elena Moyer, Amber Spade and Becky Wannaker from systems.

**HVAC:**

- We are awaiting a quote from Essig for a full system replacement
- We have currently received \$2,300 earmarked for HVAC
- Per our bylaws, we are requesting 3 bids. We are also currently awaiting quotes from County Line, Tustin and SMG
- Ashley has researched different types of loans for non-profits.
- There was discussion on launching a Capital Campaign to raise funds. Bank loans will also be investigated. Brooke will contact VIST and Chrissy will contact M&T.

**Minutes:** The Minutes of the May 2024 meeting were reviewed. Nicole made a motion to accept and Chrissy seconded. Motion passed.

**Report of the Director:** Highlights:

- Summer Reading is going well
- Upcoming programs include a Reading Roasters storytime and an adult Sip and Silent Reading event
- A Safe Trick or Treat night will be held on October 26th. We will have a Board of Trustees table to promote membership
- August 6th is the National Night Out program at the Rustic Picnic Area
- Social Media activity is significantly up
- Elena and Ashley are working on Adult programming. They have a request to hold a Murder Mystery dinner
- The annual Pennsylvania Library Association Conference is being held on October 6-9 in Harrisburg. Amber requested that she be able to attend. Sources of funding will be investigated.

**Report of the Treasurer:** Presented by Kendra

A motion was made by Chrissy to approve the May Treasurer's Report. The motion was seconded by Nicole. Motion passed.

**Report of the Chair and the Trustees**

No Report

## **Committee Reports**

### **Report of the Grant Committee: No Report**

### **Fundraising:** Presented by Nicole. Highlights:

- July 31st is Library Night at Maple Springs Pool. We will have a basket raffle.
- September 14th is St. Mark's Fall Fest and the Halter Grand Opening
- October 19th is the Amity Fall Fest. We will staff a table serving alcohol. The rain date is October 20th.
- November 9th is the Wine Pull. There was discussion on partnering with Reading Roasters for non-wine items. Bingo was also discussed.
- December 14th is Christmas in Birdsboro. The Paper Pie book sale will be held on 12/13 and 12/14.
- October 22-Friends Helping Friends Event at Boscov's
- Sublime Cupcakes donated cupcakes for the Summer Reading cupcake wars event
- The Book Sale room is in need of TLC. The staff is investigating work days.
- Amber is looking for donations for "Sew Your Own Monstrosity" night in Oct/Nov. Ashley will assist,

### **Report of the Property Committee:** Highlights:

- The security camera's recall function is not working properly. Chrissy will investigate
- The sinks in the ladies restroom and the cleaning closet are clogged and not functioning properly

### **Human Resources:** Highlights:

- Chrissy has been sponsoring job postings. She will be reimbursed for listings.
- Elena's last day is August 20th
- The staff is requesting training
- Bonnie requested assistance with Director emails
- Becky will circulate the Director's job listing to additional lists
- There was a discussion on Beanstack

### **Old Business:** None

### **New Business:** None

**Adjournment:** At 8:55 Kendra made a motion to adjourn the meeting and Chrissy seconded. The motion passed. The next meeting is September 17, 2024 at 7pm.

Respectfully submitted,  
Kendra Hettel, Acting Secretary