



6 Philadelphia Avenue, Shillington, PA 19607 • 610.777.3911
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Board of Trustees Meeting

December 6, 2023

Meeting Minutes

Voting Trustees present: Veronica Martin, Jennie Rodriguez Priest, Colleen Stamm, Rosanna Lindquist, Kera Palm, Kristine Bonfitto

Staff Present: Natasha Donaldson

Guests in Attendance: Susan Johns (President of MCL Friends)

Call to Order at 7:04pm

Consent Agenda

- Approval of minutes of October 25, 2023 meeting
- MCL Librarian's Report
- Friends Report

Motion to accept consent agenda. First motion made by Kristine, seconded by Alex.

Approved unanimously.

Treasurer's Report

- We are currently \$19k under budget for the year due to need for fewer staff hours.

Friends Update: Susan Johns

- The Friends raised \$15k for the Library this year. \$4000 will be allocated to purchase new tables and chairs for community area downstairs. The remainder will be added to the general fund.

New Business

Discussion around Director Review

- This will happen in the next two weeks. We will review existing review templates from other libraries for Guidance. Colleen can provide a copy of the form Wyomissing Library currently uses.

Updated Youth Librarian Job Description



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- Motion was made to change the job description and increase the hours assigned to Youth Services to 40-50 hours.
 - First motion made by Kristine, seconded by Kera. Approved unanimously.

Upcoming Training – 3/23/24 – Virtual Institute for Trustees & Friends (PCBL)

- This virtual training is coming up for any board members that might be interested and is hosted by BCPL.

2024 Board Meeting Schedule

- Motion was made to alter by-laws and require 6 meetings annually.
 - First motion was made by Alex, seconded by Jennie.
- Questions around length of meetings as potential downside of this. Ideally, this set up will allow for Board Members to attend more boro meetings for visibility. Emergency meetings could still be called as needed.
- Meeting schedule for 2024: February, April, June, September, October, and December. Additional meetings can be added to the library website. Meetings will be held the 4th Wednesday of the Month. Rosie will submit this information to the Reading Eagle in compliance with the Sunshine Act.

Ongoing Business

Bylaw Update

- Minor changes being made to By-laws. These changes will be provided by February for a Board vote.

Additional Letter received regarding Volunteer Incident in September

- Policy updates are being made to the Volunteer Policy. Additional training will be provided to volunteers.

Response to Cumru Township Commissioners

- Letter will be shared with the committee for e-vote and then sent to Cumru Board of Commissioners.

2024 Officers/Committees

Open Roles

- VP position needs to be filled by 2024. If no one submits a letter of interest to veronica, a VP will be nominated and appointed by the Board.

Committee Updates

- Governance
 - See By Law update.



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- Development
 - Updated committee description.
 - Revamping sponsorship communication to consolidate offerings and potentially deliver more value to sponsors.
- Financial
 - Exploring options for high rate cds at Riverfront FCU and Vanguard.

Motion made to adjourn meeting at 8:00pm. First motion made by Alex, seconded by Kyra.

Next Meeting: February 28, 2024 @ 7pm at the Mifflin Community Library