



Board of Trustees Meeting Minutes Thursday, June 13, 2024

1. a. **Present:** Cathleen Brown, Linda Foulke, Gerry Hynes, Sue Neumann, Ann Pirnot, Joanne Yoder, Janet Yost (Library Director)
b. **Absent:** Fred Engelhardt (Kutztown Borough liaison), Harry Heffelfinger, Kathryn Landis, Jennifer Lau
c. Linda Foulke, President, called the meeting to order at 7:03pm in the Community Room at the Kutztown Community Library.
2. **Approval of Minutes** (Ann) Sue made the motion to approve the minutes, seconded by Cathleen and approved by all.
3. **Treasurer's Report** (Harry) Ann made a motion to approve the Treasurer's Report subject to audit, seconded by Joanne and approved by all.
4. **Librarian's Report** (Janet)
 - a. Summer Quest is in motion.
 - b. We did not get the \$5,000 Grant for our sewer replacement project.
 - c. The presentation on Return-on-Investment & the ROC calculator was valuable because it showed how our community saves by investing in the library.
 - d. No plumbing bill yet.
5. **BCPL Meeting** (Gerry, Sue-May 15, Aug. 21, Nov. 20, 2024)
 - a. County Book Bonanza, Sept 20-23, moved to new location.
 - b. Everyone should check out the Trustee Talk on June 11.
 - c. Pause on the controversy about requesting facility changes since the State Legislature is changing some laws.
6. **Municipality Reports:** no reports
 - a. Albany (Linda, Gerry, Sue-1st Monday, 7:30pm)
 - b. Greenwich (Harry ,-1st Monday, 7:30pm)
 - c. Kutztown (Ann, Kathy,Joanne-3rd Tuesday, 7:30pm)
 - d. Lyons (1st Monday, 7 pm)
 - e. Maxatawny (Jen, Cathleen- 2nd Wednesday, 7:30pm)
7. **Friends Liaison Report** (Gerry)
 - a. At May meeting, support requested for Books, Brew & BBQ. Comments on limited vegetarian menu.
 - b. Tickets for Gettysburg trip still available.
8. **Committees**
 - a. **Fundraising** (Jen, Sue, Cathleen)
 - i. BBQ – Sunday, July 14: Details discussed.
 1. Jen in charge of centerpieces
 2. Gerry in charge of desserts

3. Raffle baskets due June 27
 4. Advertisements in Northern Berks Patriot Item & NE Berks Chamber of Commerce
 5. Sue in charge of drinks, expanding the offerings
 6. Linda in charge of catering and books.
 7. Board members should provide homemade individual desserts serving 12-20.
 8. Linda suggested that if anyone has a Thrivent account, check the Thrivent Action Plan to benefit the Library
 - ii. Laurel Ziegler's donation sign: working on it.
- b. **Property** (Ann, Joanne)
- i. Plumbing: sewer work completed. Waiting for bill.
 - ii. Hand Dryer in Community Room restroom will be ordered
 - iii. Library Cleaning: Ashley Terefunko: started work & doing well.
- c. **Personnel** (Linda, Sue, Kathy)
- i. Completed youth librarian job description
 - ii. Meeting with Kutztown Borough on Borough-Library Service Agreement is being planned. Fred Englehardt, liaison with the Kutztown Borough, Gabriel Khalife, Borough Manager, Borough Solicitor, Sue Neumann, Vice-President of KCL Board of Trustees, Linda Foulke, President of KCL Board of Trustees, Kathy Landis, KCL personnel committee, will attend.
 - iii. Gerry made a motion that our counsel, Susanna M. Fultz, Esq. be present also. Cathleen seconded the motion and all approved.
- d. **Governance** (Gerry, Jen, Cathleen)
- i. Board of Trustees position descriptions: Gerry made a motion, seconded by Cathleen to approve the updates. All approved.
 - ii. Mission and Vision Statements: update approval moved to next meeting
- e. **Finance** (Harry, Mary Edwards, Rob Gottlund) no report
9. **Old Business**
- a. Goals & Objectives Review: moved to next meeting
10. **New business**
- a. State Budget request: all members asked to support funds for Library in State budget.
Check your email of April 11 from Stephanie Williams and June 4 from Pennsylvania Library Association. Send your note of support to your local legislator.
11. **Adjournment:** Ann made a motion to adjourn at 8:35 pm, seconded by Joanne and approved by all.

Next Meeting: Thursday, August 8, at 7 pm. No July meeting.