

**Muhlenberg Community Library  
Board of Trustees Meeting Minutes  
October 14, 2024**

**Call to Order:** President Linda Roebuck called the meeting to order at 4:34 p.m.

**Attendance:** Linda Roebuck, Karen Schreiber, Kathy Felker, Janet Howard, Norma Rutt, Judy Kutzamanis, Kelly Gorski, Lori Madara, Romeris Perez.

**Absent:** Diane Benson.

**Also Present:** Eileen Simms, Assistant Director.

**Consent Agenda:** Karen made a motion to accept the September 2024 Minutes. Kathy seconded it. The motion passed unanimously. The September Library report will be voted on at the November meeting.

**Treasurer's Report:** The September 2024 Treasurer's Report was filed for audit.

**Correspondence:** Up to date.

**Library Director's Verbal Report:** Melissa was absent.

**Assistant Library Director's Report:** The Adopt a Book is continuing with the family of Phyliss Gogliuzza donating \$150.00 in memory of her.

The patron counter during the evening hours is still being monitored and Eileen passed a printout from July to October numbers.

Sarah has had a lot of fun activities for the children and youth programs. She handed in a printout of the events.

**Personnel:** No changes.

**Old Business:**

### Fundraising Committee Updates:

- Harvest Craft Fair is on 10/19. All members are asked to attend and help where needed. Judy, John, and Kelly have our soups covered. Linda will make BBQ; Lori will make the taco meat and bring the fixings. We will serve hotdogs along with several different dessert items. Romeris is making Tres Leche. Linda and Lori will go to the high school on Thursday to start measuring out the spaces. Friday we will all meet at 3:30 to mark the spaces before the vendors arrive at 5:30 p.m. Linda will bring the change for all the different money bags.
- Our next restaurant fundraiser will be on October 23, 2024, at Anthony's.
- The fall book sale made \$640.
- Pumpkin sales at Haunted Hallows made \$420.
- The Holiday Trail of Lights will be held on December 14. The houses have been set up. We need more business sponsors. Raffle baskets will be in the library the second week of November and will be up until the close of Holiday Trail of Lights. Winners will be contacted on Monday, December 16. We will try to have a craft at the library, plus food and beverages. A free book for each child will be given out. We will ask Melissa to contact the Jr. High Chorus to see if they will sing that night at the library.

Breast Cancer Coalition will have a display in our library. We will host a reception on Thursday, November 21, which will also be an open house for the public to see our renovations.

Lease Review – We should have the revised lease back to review by our meeting in November. Bob Longley, our insurance agent, was a representative on our behalf and he made some necessary changes to benefit our library.

Building Renovations – The side doors have been replaced. Some touch up painting will be necessary. We will get all the door keys to match. One of the maintenance people from the school district will mount the TV in the teen room. The furniture is in the library and will

be set up soon. Melissa has ordered fun decorations, and they will start being placed around the library. Linda is looking into ideas for the floors in the bathroom.

**New Business:**

BCPL System Requirements – 2025 Board meeting dates. We will meet on the third Monday in January and then the second Monday for all the other months. All meetings will begin at 4:30 p.m.

Events and fundraising ideas for next year and end of year business. We will further discuss this at the November meeting.

**Adjournment:** The meeting was adjourned at 6:20 p.m.

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**Next Meeting:** November 11, 2024 at 4:30 p.m.