

Barrett Paradise Friendly Library Trustee Meeting

Board of Trustees Meeting Minutes

March 27, 2023

Meeting held in the Weiler Family Community Room with a virtual option

In Attendance: Lisa Flanagan, President; Julie Wynne, Vice President; Deb Boyle, Treasurer; Cindy Cook, Secretary (attending via Zoom); Trustees: Brette Fulton, Richard Leist, Julie Niering, Darryl Speicher, Mike Stein. Mary Ann Lewis, Library Director.

Lisa Flanagan called meeting to order at 5:34pm

Minutes from the February 27 meeting were reviewed and approved. Darryl Speicher, motion, Brette Fulton, second. All in favor with Julie Niering abstaining.

Treasurer's Report-Deb Boyle reported we moved \$75,000 from checking into a CD and we also had \$2,028 in unrealized gains in February. Profit and loss are still quiet as we are only 2 months into the year. We are running a little under budget in both income and expense mostly to due the timing of items. Our state aid is reflected in this report. Discussion took place about FDIC insurance. Motion to file report for audit made by Mike Stein.

Library Director's Report-Mary Ann reported things are humming along. The library is now open late on Mondays. The number of library visitors is on target. Resource sharing is going well; a few more libraries will soon be added. There have been many compliments received recently about library services. Mary Ann is working on updated policies for book challenges and internet usage.

Circulation-Overall circulation is typical for this time of the year. The stats show we are certainly in better shape than the Covid year and the following years. Discussion took place about the progress of replacing the main network switch and if it would be a good idea to have an overall assessment of all the wiring for the internet.

Programs-Programs are going very well and in person attendance is also going well. The library will be hosting a story time at the Earth Day celebration at High Acres Park on April 22, 2023. We are considering having sensory kits available for special needs patrons based on ideas from other organizations that have "sensory friendly" programs. The library is hoping to sponsor a program at Concert in the Park this year in July. Chelsea is working on that. The library is also hosting a local author meet and greet, Saturday May 20 from 1-4. The program will be limited to 10 authors and 7-8 have already been invited. Discussion took place about whether we offer life skills, like financial skills, programs.

Building Report-Cory Seese gave an estimate to repair the sidewalk, curbs, and stone façade for approximately \$2400. We received an estimate of \$3,200 from Stone Crafters to repair the sidewalk only. RJ Groner should be replacing the geo-thermal unit in the next few weeks. The cost is \$19,855 as it is one of the largest units. The address sign post needs some attention; Darryl volunteered to take a look at it.

Fundraising-Friends letter has generated \$18,499.54 with 220 responses. We are ahead by about \$1000 from this time last year. Discussion took place about how many letters are sent out. Mountain Laurel Quilt Guild donated a quilt to the library which will be used for a raffle. The raffle will run through the summer months. They also donated note pads with quilted covers which will be used for a program. Discussion took place if volunteers would be need at the Concert in the Park.

Searchable History-Our consultant has had some health issues but has recently resumed scanning. Discussion took place about making the software easier to search. Mary Ann will look into this.

Hughes Grants-Still in the development stage. Possible requests include funds for portable room dividers and a new materials return box. The current one is starting to show its age as it was moved from the previous library.

New Business-Updated Trustee list is out. Please let Mary Ann know if anything needs to be changed. National Library Week is April 23-April 29. The library will have contests & games such as guess how many candies in the jar & a book scavenger hunt. The theme for the week is "There's More to the Story."

Old Business-The library is searching for a new accounting firm as our current firm is not going to be doing audits any longer. We have received two responses so far: Frey and Company in Walnutport and Campbell, Rappold and Yurasits in Allentown. Frey is a smaller company and their fee is a bit lower than CRY. Both have experience with public libraries. Currently the proposals are being reviewed and their references are being checked. So far, Mary Ann has received positive reports about both companies. Representative Madden's office space request status has not changed from last month. Discussion took place about the previous Library Director Cindy DeLuca's retirement, which happened during Covid, so no celebration was held. It was suggested to purchase an additional plaque to place in the library since the original one was given to Cindy. Another suggestion was to place a permanent planter outside in recognition of her service. Large donor recognition discussion also took place. A donor tree was one idea. A donor book or bricks along the walkway were also discussed. The annual report has been submitted to the district consultant.

Meeting adjourned at 6:50pm. Brette Fulton motion, Julie Niering second, and all in favor.

Next Meeting: April 24 at 5:30pm.