

## Barrett Paradise Friendly Library Board of Trustees Meeting

January 22, 2024

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

In Attendance: Mike Stein, President; Julie Wynne, Vice President; Richard Leist, Treasurer; Cindy Cook, Secretary; Trustees: Lisa Flanagan, Brette Fulton, Judi Jabara, Nancy Lewis, Maureen Siglin, Darryl Speicher. Mary Ann Lewis, Library Director. Absent: Julie Niering.

Mike Stein, President, called the meeting to order at 5:31 p.m.

New Board members Nancy Lewis, Maureen Siglin, and Judi Jabara introduced themselves. Current Board members introduced themselves as well.

Mike Stein stated he is here to serve the library and here to serve the Board. The Board should let him know if they have suggestions for changes. He reviewed the revised format for the agenda and said Trustees should pre-read the information sent prior to each meeting and comment if needed at the meeting.

The minutes from the November 2023 meeting were reviewed and approved. Darryl made a motion, Lisa second, and all were in favor to approve the minutes.

**Treasurer's Report**-Richard Leist provided summaries of the balance sheet and income statement (cash basis rather than accrual). He reviewed all the reports with the Board. Richard stated the library has a rock-solid balance sheet due to the library's management, community support, and government support. Julie Wynne made a motion to file the Treasurer's Report for audit.

**Library Director's Report**-Mary Ann reviewed her meetings and activities for the months of November and December. She will begin working on the annual report for the state soon. She informed the Board that a couple donated \$1000.00 in honor of their wedding to the library. Circulation numbers are typical for this time of the year and Mary Ann noted the numbers are continuing to grow every year. Program statistics are also very typical for this time of the year. Lisa Flangan spoke about the handmade card class she hosted. She said it went very well. Mary Ann stated the candy house decorating activity was very popular.

**Building Report**-Mary Ann reported a large tree has fallen on the property and must be removed. PP&L must come first and access the situation since branches are leaning on power lines. Price Electric came and replaced lightbulbs, outlets, and added a light to the Barrett Township Historical Society's display case.

**Fundraising**-The Friend's Letter has generated \$18,993.00 with two hundred-twenty (220) donors. The current amount is slightly more than last year's final total. The Basket Raffle held in December was a huge success with a profit of over \$4,600.00. A bus trip to the Philadelphia Flower show is being jointly run with The Friendly Community Center. Mary Ann explained this is more of a cultural event rather than a fundraiser.

**Grants**-The Hommer Foundation sent notification that the library's letter of request has been received. They will consider awarding us \$22, 500.00.

**Letters of Appreciation**-Darryl made a motion to present Lisa Flanagan a letter of appreciation for her service as President to the Library Board for the last three (3) years and to Deb Boyle for her service as Treasurer to the library. Richard Leist second and all were in favor with Lisa abstaining.

**Bank Account Signature Changes**-Darryl made a motion to remove Lisa Flanagan and Deb Boyle as signers on the accounts at ESSA and Morgan Stanley and add Mike Stein and Richard Leist. Julie second and all were in favor. Richard Leist requested wording be added to the agreements at both ESSA and Morgan Stanley that he is not able to remove any money from the library accounts held with them.

**New Business**-Mike explained the conflict-of-interest form that Trustees must complete. Mary Ann stated the Trustee contact list has been updated and to let her know if any changes need to be made to the information.

Mike discussed forming a Library 2034 committee and asked for volunteers to work on the committee. Richard Leist, Julie Wynne, and Lisa Flanagan volunteered. Mike suggested someone with a deep understanding of technology should be recruited as well. It was also suggested to explore resources available through PaLA and other library organizations.

**Library Director's Plaque**-Mary Ann reported that she discovered a list with some previous library director's names, but it's incomplete. Mary Ann also stated Scott Signs came and measured the wall for the plaque. Mary Ann explained the project to the new Trustees. Maureen suggested speaking with Mickey Miller to see if he had knowledge of previous director's names.

Darryl made a motion to adjourn the meeting at 7:05p.m.

Next meeting to be held Monday, February 26, 2024 at 5:30pm at the library with a virtual option.