

Barrett Paradise Friendly Library  
Board of Trustees Meeting Minutes  
November 24, 2025  
Meeting held in the Weiler Family Community Room with a virtual option

In Attendance: Mike Stein, President; Julie Wynne, Vice President; Richard Leist, Treasurer; Cindy Cook, Secretary. Trustees: Brette Fulton, Judi Jabara, Nancy Lewis, Darryl Speicher. Mary Ann Lewis, Library Director. Julie Niering and Maureen Siglin were not in attendance.

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

The minutes of the October 27, 2025, meeting were reviewed. Julie Wynne made a motion to approve the minutes as presented, Nancy Lewis seconded, and all were in favor. Brette Fulton abstained due to being absent from the October meeting.

**Treasurer's Report** –Richard Leist reported all is good with the library's finances, however the portfolio performance has been disappointing. Discussion took place about the portfolio and Morgan Stanley's approach. Julie Wynne made a motion to accept the Treasurer's Report, Nancy Lewis seconded and all were in favor. Richard Leist abstained.

**2026 Proposed Budget** – Richard Leist stated the budget is a guidepost, the budget should not reflect a profit at the end of the year, and the budget conforms with state, county and local guidelines. Richard is comfortable recommending the budget for approval. Mary Ann Lewis noted a 10% increase in health insurance, which may or may not be accurate as the plan Mary Ann currently has is no longer being offered. Richard Leist made a motion to approve the 2026 budget, Judi Jabara second and all were in favor.

**Executive Session** – Darryl Speicher made a motion to enter executive session at 5:56 p.m., Richard Leist second, and all were in favor. Executive session ended at 6:16 p.m. by motion of Darryl Speicher, Julie Wynne second, and all were in favor. Personnel issues were discussed with no decisions made.

**Staff wage increases and bonuses** – Richard Leist made a motion to increase the staff wages 3.5% and the Director salary 2.2% as well as earmarking \$3,500.00 to be used for year-end bonuses for staff at Mary Ann Lewis's discretion and giving \$2,500.00 to Mary Ann Lewis as a year-end bonus. Julie Wynne second and all were in favor.

**Nominating Committee** – Mike Stein on behalf of the nominating committee stated it was recommended to increase the Board of Trustees to eleven (11) members. Lisa Flanagan is being nominated as the additional Trustee.

The Slate of Officers recommended is as follows:

Mike Stein – President

Julie Wynne – Vice President

Richard Leist – Treasurer

Lisa Flanagan – Secretary

Brette Fulton made a motion to accept all the above recommendations, Darryl Speicher seconded, and all were in favor.

**Library Director's Report** – Mary Ann Lewis reported the art display is Liz Green's work and will be on display until the end of November. John James will be displaying his work from early December through

January. Mary Ann reported she received notice that the Hommer Foundation will be awarding the library a twenty-five thousand (25,000.00) grant to be used for operating funds.

Mary Ann also announced Jenna will be leaving the library to accept a position at Lehigh University. Therefore, there will be one open position at as many as thirty (30) hours per week, or the position may also be split into two positions.

Mary Ann stated it has been a busy month catching up on book orders as the library has met the required twelve (12) percent rule of collection expenditures. Other items that required her attention were the preparation of the budget which was time consuming in addition to preparing for the basket raffle.

Mary Ann noted volunteer hours increased significantly during October due to the Treats on the Trail event and basket raffle prep.

Library visitor numbers are very good for this time of the year.

Circulation stats are looking good overall, and they are higher than last month and last year at this time. Programs Stats are looking good with Treats on the Trail and the Christmas card class being very popular. The monthly tech class is off to a slow start. John James will be holding a watercolor art class which is full and has a waiting list. The Shakespeare class has also found its footing and has a steady attendance. Mary Ann shared her library goodness for this month was her appreciation for having such a supportive Board of Trustees.

**Building Report** – Super Heat performed the semi-annual service and noted one of the newer geothermal units is not operating correctly. Mary Ann is waiting to hear back from them on the next steps. Visits from Karl Forsell (plumber) and Dave Price (electrician) are pending.

**Fundraising** – The Friends Letter has raised \$19,687.27 with 204 donors. The amount raised to date is \$3,067.00 more compared to the same time last year. The Basket Raffle started today, and tickets have already been sold. Online ticket sales will begin December 1. Mary Ann thanked Bev Ferrand, Nancy Lewis, and Maureen Siglin for the fabulous job they did in assembling the baskets.

**Grants** – The new TV monitor funded by the Hughes Grant arrived on November 14.

The Hommer Foundation grant notification has been received.

All the new computers and the color laser printer which were grant funded have been installed and are working well. There may be a few more grant expenditures before the end of the year. Mary Ann also reported the new grants account is in the process of being set up.

**America250PA** – Mike Stein reported the committee is growing. A shared calendar will be set up with all the participating community groups noting their events. The link will be added to the library's website.

**Library 2034** - No Update.

**Other Business** – Mike Stein asked Brette Fulton to notify Lisa Flanagan of her confirmed Board appointment.

Mike Stein also thanked Cindy Cook for her years of service as Secretary.

The meeting was adjourned at 6:40 p.m. with Darryl Specier making the motion and Brette Fulton second, all were in favor.

The next meeting will be held Monday January 26, 2026, at 5:30 p.m. in the Weiler Family Community Room with a virtual option.