

Muhlenberg Community Library

Board of Trustees

Minutes of the April 9, 2018 Meeting

Call to Order: The meeting was called to order at 6:29 p.m. by President Judy Schwambach.

Present: Judy Schwambach, Lori Madara, Diane Benson, Kevin Flournoy, Jeff Sprecher, Terry Heckman, Joan Crater, Karen Schreiber.

Absent: Terry Haught.

Also Present: Melissa Adams, Library Director. Sandy Lerch and Kathy Felker as prospective Board members.

Consent Agenda: Diane Benson made a motion to accept the Board Minutes as amended and Library Report from March 2018. It was seconded by Joan Crater. The motion passed unanimously.

Treasurer's Report: Was filed for audit.

Correspondence: The Spring mailers are getting ready to be sent out.

Library Report: Terry Heckman made a motion to approve the report. Diane Benson seconded it. The motion passed unanimously.

Library Director's Report: Melissa researched having CPR training for our staff. She found that it was cost prohibitive and with the recertifications and training new employees it didn't make sense for us to do this.

Melissa requested that the Library purchase an indoor book drop for the circulation desk. She can get a brand new one (\$2,000 value) for \$600 from another Library which can't use it. Terry Heckman made a motion that we purchase the book drop. Diane Benson seconded it. The motion passed unanimously.

Melissa reported that our Library has received the Keystone Communities Grant in the amount of \$50,000. She will be meeting with Lee and coming up with the order in which she thinks the renovations should go. She would like to replace the doors for handicap access first. She will meet with the contractor and come up with a plan.

Personnel: Lee's retirement check went to the wrong address so a new check had to be cut and sent to the correct address.

System Meeting: The new trustee training was attended by Diane and Joan. They found the training to be informative and interesting.

Old Business: Karen printed a list of all the businesses in our Township. We'd like to have the Trustees and possibly the Friends Group contact these businesses to ask for a donation, which the Township will match.

The spring flea market is being held on Saturday, May 12, 2018. Volunteers are needed to donate items and to work the stand. Kevin has a list of items and times that people are needed. Contact him if you can help and/or donate.

The Flapjack Pancake breakfast at Applebee's will be held on Saturday, May 19, 2018. Tickets were handed out tonight. Please sell as many as you can. It is a fun time and benefits the Library. We need volunteers from 7:45 – 10:00 a.m. to make this fund raiser a success. We will ask at the May meeting to see who can attend.

The spring book sale will be held April 18-21.

New Business: Raffle basket donations are needed for the kick-off of the summer reading program, June 9th. Ask the businesses that you visit and see if they will donate something; hair dressers, barbers, grocery stores, diners, restaurants, etc. The raffle baskets bring in money for our Library and people look forward to them.

Kathy Felker talked with us about the Leadership Berks – the organization matches the needs of people with volunteers that are qualified to help out. We need to figure out what our needs are and provide a job description of what the volunteers would be doing. The volunteers are matched on a national website. We agreed that it sounds like a great program and will benefit the Library.

This is the last meeting that Jeff Sprecher will be on the Board. After serving three years, Jeff is retiring. It has been a pleasure serving with Jeff and the Board thanked him and wished him well.

Adjournment: 7:22 p.m.

Dates to Remember:

Next meeting	Monday, May 14, 2018 (6:30 p.m.)
Spring Flea Market	Saturday, May 12, 2018
Flapjack Fundraiser	Saturday, May 19, 2018
Summer Reading Program	Saturday, June 9, 2018
Schell's Fundraiser	Wednesday, July 11, 2018 (rain date 7/12)
BCPL	August 15, 2018
Purse Bingo	Sunday, September 23, 2018