Adamstown Area Library Board of Trustees Meeting, Oct 13, 2021

**Present:** Marj Hyrb, Brad Rauch, Tom Martin, Cindy Mellinger, Hope Schmids, John Schmoyer, Carolyn Reiste, Daryl Groff, Curt Unruh, Jessica McManimen, JJ Valerio,

Absent: Anne Williams

**Public present:** Dean Hoover- auditor, Joy Maier – Friend’s member

Marj called the meeting to order at 6:30 PM. The meeting was held at AAL.

**Secretary’s Report**- submitted by Tom, note: correct spelling for Laura Russell Cindy motioned to accept, JJ 2nd, motion passed

**Annual Audit review** - Dean Hoover – review audit, review report, fraud risk appears to be low, modified cash basis used, pandemic has affected some of the reporting, Brad motioned to accept audit, Hope 2nd Motion carried

**Treasurer’s Report**- Brad - reviewed balance sheet – aprox $20K decrease cash balance every month for past 3 months, revenue seems to be main issue. Tom motioned to accept report, John 2nd Motion carried

**Public Comments** - Friends – Joy Maier – Friends – book sale ongoing, $20,821 to date, continue through Nov 9th, Mon Nov 15th & Tue Nov 16 $5 bag & half price, then done for 2021, Feb – Mar 2022, discussed potential auction in the spring of 2022 of old library building , book sale Volunteer shift times 10-1, 1-4, 1-7 shifts, 3-4 people per shift plus sorters, 60 boxes of books from Fleetwood library

**Director’s Report** Carolyn, review circulation #s, Jess Zook recognizes Aubrie & Eric helping kids shelving project, efficiency increasing with new labeling Cindy motioned to accept report, Brad 2nd Motion carried

**Fundraising**
- **Matching Campaign** – Marj/Daryl – materials for campaign distributed
- **ExtraGive** – Carolyn reviewed
- **Dedication/Crocks** – Marj – review list, assign board members to delivery crocks to donors not able to attend dedication ceremony

**Old Business:**
- **Furniture Update** – delivery pushed to March 2022, couch, chairs, end tables, computer tables
- **Mask Policy** – revisit policy due to changes, needs to be listed on website, door signage improvement, staff interaction unfriendly? Discussion of library mask policy vs patrons and local politics
- **Employee Appreciation** – Fri Oct 15th 8:30 meet & greet, donation
- **Borough Proposal** – John & Curt met with Alex & Randall Weaver, flag lot with borough owning parking and back lot

**New Business:**
- **Social Media Policy** – Anne provided boilerplate, email for review and voting

**Adjourn:** 8:50 PM  Motion by Tom, 2nd by Hope. Motion carried.

**Next Regular Meeting:** Nov 10, 2021 at 6:30 PM Submitted by Tom Martin