



**BUCKS COUNTY FREE LIBRARY**  
**MINUTES OF THE REGULAR MEETING OF JULY 20, 2021**

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Doylestown District Center Library and virtually via Zoom. The meeting was called to order at 6:07 p.m. Present were: Constance Moore, President; Richard Rogers, Secretary/Treasurer; Anthony Bush, Jon Panofsky, Steve Saddlemire, and Huldah Taylor, Board Trustees; Martina Kominiarek, Chief Executive Officer; John Doran, Chief Financial Officer; Joe Thompson, Chief Operating Officer, and Pamela Riley, HR Administrator. Also in attendance were Hannah Miller, District Consultant, and Matt Hrebicik, IT Support Technician. Bill Draper, Vice President, was absent.

A MOTION to APPROVE the minutes of the Regular Meeting of June 15, 2021 was made by Rogers, SECONDED by Saddlemire, and APPROVED unanimously.

**PRESIDENT’S REPORT/Constance Moore**

The American Library Association recently held their annual conference virtually, and there were many great sessions. They also hosted excellent speakers who have authored books, including Trisha Yearwood, Stanley Tucci, and Barack Obama. It was very informative.

**STAFF REPORTS**

**Report of Chief Executive Officer/Martina Kominiarek**

The Bucks County Board of Elections met and determined that they’ll have ballot boxes at three of BCFL’s branches: Bensalem, Perkasio, and Yardley. Also, an update on state funding was provided to the board. COVID Update: As of this meeting date, there has been some measurable improvement with circulation as a result of less quarantining of materials. Outdoor programs started with as many as 80 to 100 people attending at some branches. This increased traffic helped with increasing checkouts in the branches.

Hannah Miller, District Consultant, is working with the CEO and member libraries to learn more about the District wide fundraising needs. She has helped to coordinate the Fundraiser Chad webinar sessions, and if anyone wants the webinar recording, just let us know. It’s one hour long and discusses easy things board members can do to help with fundraising.

**Report of Chief Operating Officer/Joe Thompson**

The board was provided with a list of current and upcoming projects for the next three years. One big purchase this year was a “riding” carpet cleaning machine that shampoos carpets. It is expected that the machine will pay for itself in one year. Current and upcoming renovations for each branch were reviewed with the board. The majority of projects and renovations tie into the recommendations of the facilities master plan.

Report of Chief Financial Officer/John Doran

An overview of the collection budget was provided to the board.

MOTION to APPROVE the check register for June 2021 in the amount of \$345,882.16 was made by Rogers, SECONDED by Taylor, and APPROVED unanimously.

MOTION to APPROVE the June 2021 financial statements (subject to audit) was made by Panofsky, SECONDED by Bush, and APPROVED unanimously.

**Board Committee Reports:** No committees met.

**Unfinished business** – None

**New Business** – None

**Public Comment** – None

There being no further business, a MOTION to ADJOURN was made at 6:47 p.m. by Bush, SECONDED by Taylor, and so MOVED.

APPROVED BY THE BOARD OF DIRECTORS  
SEPTEMBER 21, 2021