



## **Bucks County Free Library**

### **BUCKS COUNTY FREE LIBRARY**

#### **MINUTES OF THE REGULAR MEETING OF JANUARY 19, 2022**

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 6:13 p.m. Present were: Constance Moore, President; Huldah Taylor, Secretary; Richard Rogers, Treasurer; Anthony Bush and Amy Masgay, Board Trustees; Martina Kominiarek, Chief Executive Officer; John Doran, Chief Financial Officer; Joe Thompson, Chief Operating Officer, Jessica Gruber, Public Services Director, and Pamela Riley, HR Administrator. Jon Panofsky, Vice President, was absent.

A MOTION to APPROVE the minutes of the Regular Meeting of December 21, 2021 was made by Rogers, SECONDED by Taylor, and APPROVED unanimously.

#### **STAFF REPORTS**

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

A marketing tool was shared with each board member consisting of six business cards with BCFL resource information imprinted on each. The cards take the place of large trifolds that were used in the past to provide this information. The cards are being used for in-building and outreach, and each card has a different featured resource.

An update on the American Rescue Plan Grant was provided to the board. A major portion of the grant will be used for Hoopla expenses.

The OCLC Wise migration went live last week. The Implementation Team has been working non-stop to keep up with minor glitches and to ensure the smooth functioning of the new system. The front line staff deserves credit as well for fielding a lot of questions. The Implementation Team will be at February's board meeting to show you the new system.

##### Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for December 2021 in the amount of \$650,472.14 was made by Rogers, SECONDED by Masgay, and APPROVED unanimously.

The December 2021 financial statement will be on the January agenda.

Welcome to Adam Ali, who started at BCFL on January 3 as Office Assistant primarily helping the Finance Office. Everyone is happy to have him on board.

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

**Unfinished business** – None

**New Business** – The board was presented with a revised Finance & Accounting Policy on cash disbursements.

MOTION to APPROVE the Revised Finance & Accounting Policy FIN-14: Cash Disbursements was made by Bush, SECONDED by Taylor, and APPROVED unanimously.

**Public Comment** – A Philadelphia resident spoke regarding an email sent to the board.

There being no further business, a MOTION to ADJOURN was made at 6:37 p.m. by Rogers, SECONDED by Taylor, and so MOVED.

APPROVED BY THE BOARD OF DIRECTORS  
FEBRUARY 15, 2022