



BUCKS COUNTY FREE LIBRARY

MINUTES OF THE REGULAR MEETING OF JUNE 21, 2022

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Perkasio branch. The meeting was called to order at 6:02 p.m. Present were: Constance Moore, President; Richard Rogers, Treasurer; and Anthony Bush, Amy Masgay, and Brian Reimers, 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. Also in attendance were Holly Ambrose, Collection Management Director; Mark Conner, Perkasio Library Manager; Matt Hrebicik, IT Manager; Leigh Sheldron, Facilities Manager; and Henry Burton and Dan Connelly, Maintenance Technicians. Georgette Helbling, Board Trustee, was absent.

A MOTION to APPROVE the minutes of the Regular Meeting of May 18, 2022 was made by Masgay, SECONDED by Bush, and APPROVED unanimously.

PRESIDENT'S REPORT / CONSTANCE MOORE

Attended Governance 101 webinar offered by the Office of Commonwealth Libraries and highly recommends it to all board members. It covered a vast amount of areas related to board projects, staff interactions, and advocacy.

STAFF REPORTS

Report of Chief Executive Officer/Martina Kominiarek

The Perkasio Library Manager was introduced to the board. Also attending the meeting were Facilities staff, who were introduced and commended for their work.

The BCFL online shop will print on demand customer requests for specific BCFL t-shirts, mugs, tote bags, and other items. A sample was passed around to the board showing the quality of the product.

There will be a webinar that board members can view regarding the ongoing strategic planning for BCFL. The next step will be an in-person meeting for board members with Consultant Cathi Alloway.

The circulation policies are being reviewed and revised in conjunction with the District Consultant.

BCFL and the board received a lot of email about Pride Month displays, mostly favorable and supportive. A discussion about intellectual freedom ensued, and it was noted that the current collection management policy has a statement on intellectual freedom as part of the policy. It was agreed that the intellectual freedom policy would be posted separately on the BCFL website with an endorsement by the board noted.

At this time the President noted that there was a vacancy on the board for the position of Vice President. Tony Bush was recommended for that vacancy, for which he agreed and the board elected him for this position. He will also be the Governance Committee Chair. It was confirmed that Brian Reimers will serve on the Governance Committee, while Amy Masgay will continue on the Finance Committee.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for May 2022 in the amount of \$372,290.31 was made by Rogers, SECONDED by Reimers, and APPROVED unanimously.

Fine revenue is on budget, and the most recent fundraising campaign, *Bucks for Books*, received donations in excess of its goal. The CBA was ratified, which included new wage rates, and retroactive payments will go out in June

MOTION to APPROVE the May 2022 financial statements (subject to audit) was made by Reimers, SECONDED by Masgay, and APPROVED unanimously.

A salary scale for management and non-represented employees that showed a 2% COLA increase for all levels was distributed to the board.

MOTION to APPROVE the salary charts as revised with a 2% COLA increase was made by Rogers, SECONDED by Masgay, and APPROVED unanimously.

Board Committee Reports:

Unfinished business – None

New Business – None

Public Comment – Vonna DeArmond commented on several items, including the board's email addresses, the contents of minutes and when they are published, BCFL values statement and the strategic plan as related to masking requirements.

The board moved into Executive Session to discuss legal matters at 6:39 p.m.

MOTION to END the Executive Session at 7:25 p.m. was made by Masgay; SECONDED by Reimers, and APPROVED unanimously.

There being no further business, a MOTION to ADJOURN was made at 7:26 p.m. by Masgay, SECONDED by Reimers, and so MOVED.

APPROVED BY THE BOARD OF DIRECTORS
JULY 19, 2022