



BUCKS COUNTY FREE LIBRARY

MINUTES OF THE REGULAR MEETING OF APRIL 18, 2023

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Yardley-Makefield branch. The meeting was called to order at 6:05 p.m. Present were: Constance Moore, President; Anthony Bush, Vice President; Richard Rogers, Treasurer; Georgette Helbling and Katherine Moeller-Peiffer, 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: Pat Hartman, Yardley Senior Library Manager; Leigh Sheldon, Facilities Manager; Matt Hrebicik, IT Director; and Adam Ali, Office Assistant. Board Trustees Amy Masgay and Brian Reimers were absent.

A MOTION to APPROVE the minutes of the Regular Meeting of March 21, 2023 was made by Rogers, SECONDED by Helbling, and APPROVED unanimously.

PRESIDENT'S REPORT

President Moore wanted to remind everyone that April 23 is National Library Day and to share that day with everyone.

STAFF REPORTS

Report of Chief Executive Officer/Martina Kominiarek

Public Comment Policy update is that the attorney is still reviewing it and it will be presented to the board once completed. The board was provided with talking points for funding from the Pennsylvania Library Association (PaLA). PaLA is suggesting that advocates simply thank state legislators for the funding that they are providing, showing appreciation for the increase received last year and the stability this year. A final draft district agreement was presented to district member libraries for approval and signature: one for the integrated library system and one for IT services. Board members are welcome to review. In conjunction with Earth Day, BCFL presented the Plant-A-Seed Program, giving seeds away to library users.

Report of Yardley-Makefield Library Manager/Patricia Hartman

During the past year Yardley-Makefield has been offering some adult programs, which have proven to be very popular. The branch hosts weekly craft meetups, which have grown from four to 18 people. Movie Night is also a recent addition and had a good turnout.

Report of Chief IT Director/Matt Hrebicik

Tomorrow [April 19] is the first in a series of Tech Talks presented to library users in person and via Zoom. The first topic is streaming devices, which will start with the basics. The community was polled for topics, and so far there are 200 sign-ups on Zoom.

Report of Chief Financial Officer/John Doran

Adam Ali, BCFL Office Assistant, was introduced to the board. He will be attending a couple of board meetings and will fill in for the CFO in September.

MOTION to APPROVE the check register for March 2023 in the amount of \$437,664.26 was made by Rogers, SECONDED by Bush, and APPROVED unanimously.

BCFL purchased a new transit van to replace the old one. The old 2010 transit van was sold for \$11,000. Fines revenue was up \$9,000 over what was budgeted. The Bucks for Books fundraising campaign starts on Monday. Two large donations were already received: one from the Levittown Friends, and the other from a single donor.

MOTION to APPROVE the March 2023 financial statements (subject to audit) was made by Helbling, SECONDED by Peiffer, and APPROVED unanimously.

A representative from Bee, Bergval & Co., BCFL's auditing firm, attended the meeting. Jennifer McHugh provided the board with an overview of BCFL's 2022 audited financial statements and an Executive Summary.

MOTION to APPROVE the Audit by Bee, Bergval & Co. of BCFL's 2022 financial statements was made by Rogers, SECONDED by Peiffer, 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 6:37 p.m. by Rogers, SECONDED by Bush, and so MOVED.

APPROVED BY BOARD OF DIRECTORS
May 17, 2023