



BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF JULY 16, 2024

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Levittown branch. The meeting was called to order at 6:00 p.m. Present were: Constance Moore, President; Anthony Bush, Vice President; Richard Rogers, Treasurer; and Amy Masgay, Brian Reimers, and Linda Goodwin, Board Trustees; Dana Barber, Chief Executive Officer; John Doran, Chief Financial Officer; Joe Thompson, Chief Operating Officer, and Jessica Gruber, Associate Director. Other staff in attendance were Adam Gilbert-Cole, District Consultant; Katrina Dagenais, Perkasio Library Manager; Matt Hrebicik, IT Director; Leigh Sheldron, Facilities Manager; and Anitta Dowdell, Program Leader.

Newly-appointed CEO Dana Barber was welcomed to her first official board meeting. Kevin Farley of the Margaret R. Grundy Memorial Library was in attendance as well. Dana reported that she was excited to get started and thanked everyone for their help in her first few days as CEO.

Also introduced was Program Leader Anitta Dowdell along with Library Manager Katrina Dagenais, who has been filling in at the Langhorne branch and will be moving to the Perkasio branch in August.

At 6:10 p.m. the Board moved into Executive Session to discuss confidential personnel matters. The Executive Session ended at 6:41 p.m.

A MOTION to APPROVE the minutes of the Regular Meeting of June 18, 2024 was made by Rogers, SECONDED by Goodwin, and APPROVED unanimously.

PRESIDENT'S REPORT

Constance Moore reported on her attendance at the annual ALA conference, where she attended sessions on board policy and conduct. She recommended BCFL's upcoming Author Fair being held on November 9, 2024.

STAFF REPORTS

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for June 2024 in the amount of \$409,069.26 was made by Rogers, SECONDED by Goodwin, and APPROVED unanimously.

MOTION to APPROVE the June 2024 financial statements (subject to audit) was made by Rogers, SECONDED by Reimers, and APPROVED unanimously.

Board Committee Reports: No committees met.

Unfinished business – The HVAC systems at the Doylestown and Quakertown branches are older and need replacing, especially for Quakertown, which has started to fail. BCFL has applied for a Keystone Grant to aid in funding for the Quakertown replacement. Bids were received for these projects, and Hirschberg Mechanical of Willow Grove came in with the lowest bid.

MOTION to APPROVE awarding the HVAC replacement projects to Hirschberg Mechanical at the Doylestown branch for \$77,900 (1 unit) and Quakertown branch for \$257,100 (5 units) was made by Masgay, SECONDED by Goodwin, and APPROVED unanimously.

The Langhorne branch parking lot is scheduled to be repaired and resurfaced. Bids were received for this project, and Bray Brothers Inc. came in with the lowest bid. They have also done work for BCFL in the past.

MOTION to APPROVE awarding the Langhorne branch parking lot project to Bray Brothers, Inc. of Levittown in the amount of \$125,900 was made by Goodwin, SECONDED by Masgay, and APPROVED unanimously.

New Business – None

Public Comment – No public commented.

There being no further business, a MOTION to ADJOURN was made at 6:59 p.m. by Rogers, SECONDED by Goodwin, and so MOVED.

APPROVED BY THE BOARD OF DIRECTORS
SEPTEMBER 17, 2024