

Barrett Paradise Friendly Library
Board of Trustees Meeting Minutes
June 24, 2024

Meeting held in the Weiler Family Community Room with a virtual option

In Attendance: Mike Stein, President; Julie Wynne, Vice President; Richard Leist, Treasurer; Trustees: Lisa Flanagan, Brette Fulton, Nancy Lewis, Maureen Siglin, Darryl Speicher. Mary Ann Lewis, Library Director. Cindy Cook, Secretary, and Julie Niering attended virtually. Judi Jabara, absent.

Mike Stein, President, called the meeting to order at 5:33 p.m.

The May 2024 meeting minutes were reviewed, Lisa Flanagan made a motion to accept the minutes, Darryl Speicher seconded, and all were in favor. Mike Stein abstained due to being absent from the meeting.

Treasurer's Report – Richard Leist reviewed the reports. The balance sheet continues to be solid. There is substantial unrestricted cash due to the township tax monies being submitted to the library. Discussion took place about the timing of tax payments. Discussion also took place about possibly moving some unrestricted cash into another CD. Richard also reports our investments returns have been strong. Lisa Flanagan made a motion to file the Treasurer's Report for audit, Julie Wynne seconded, and all were in favor. Richard Leist abstained.

Library Director's Report – Visitor count is typical for this time of the year. The accounting firm came for a site visit to gather info for our financial audit.

The Pocono Mountains Music Festival is holding a book related event at BARC. Everyone is encouraged to attend, especially the library's monthly book clubs.

The Buck Hill Art Association is hosting an author in residence at Buck Hill in July and the library is hoping to host an event. The author is Jo Piazza.

Mary Ann happily shared that Sunny Naus, a former library Trustee who moved to Washington State, sent a box full of jewelry for the ongoing costume jewelry sale.

Circulation was typical except for an inexplicable decrease in children's items.

Programs overall are going very well. The adult watercolor class was a huge hit and was extended for an additional two (2) weeks. The crochet bunny program was also extended as it was a bit more difficult than expected. Summer Reading kickoff begins this week. Children & teens will receive summer reading supplies and craft activities. One of the adult offerings will be a reading bingo game sheet; completed sheets will be entered in a raffle. Other programs this summer include a teen drawing session hosted by local artist Brian Ajhar and an invasive plant seminar hosted by a Penn State Extension Master Gardener. Pocono Mountain Regional EMS will conduct two (2) CPR training sessions on August 28, 2024.

Building Report – The damaged handrails have been repaired sooner than expected. Karl Weiler has met with Logan Evans to come up with a maintenance plan for the overgrown plants and trees. Mr. Weiler will cover the expense and it is expected to be a two (2) year process. RJ Groner performed the semiannual maintenance on the heating and cooling system. There is an issue with a filter clogging on the unit, RJ Groner is working on rectifying the issue. Linex repainted the parking lot lines and the windows are scheduled to be cleaned July 12, 2024.

Fundraising – The Friends Letter brought in \$20,006.87 with 225 donors. One thousand nine hundred (1,900) letters were sent in 2023. 2024 letter prep is underway and the letters will be mailed out in early July. Books and Bubbly netted a two thousand five hundred (2,500) dollar profit. There were seventy (70) paid tickets and approximately ninety (90) people in attendance which included staff and volunteers. The event will be held again next year and it was suggested to ask more book clubs to become involved. The LOL Comedy Night committee has met and ticket sales will start in July. The event will be held August 10, 2024. The ticket cost will be the same as last year and the Fairway Grille will prepare the dinner.

Grants and Donations – R. Dale and Frances Hughes Grant awarded the library nineteen thousand nine hundred (19,900) dollars. The library was awarded seven thousand nine hundred ten (7,910) dollars to be used for children’s computer equipment (AWE Station) and Family Place training for staff.

New Business – The analog phone system is outdated and Mary Ann is researching a digital system to find the best fit for the library’s needs. Discussion took place about contacting a local communications company for assistance and a proposal. Discussion also took place about the cost of the system including monthly fees. Mary Ann is going to contact other libraries to see what they are using as well as look for grants to help with cost.

Miscellaneous- Discussion took place about not holding a July meeting as many board members will be out of town. Richard Leist made a motion to cancel the July board meeting, Mike seconded and all were in favor.

Darryl Speicher announced the Cresco Station train visit originally scheduled for this month is cancelled and rescheduled to August 25, 2024.

Mary Ann announced the library received an email from a law firm recently that stated the library was listed as a charitable residual heir by a local resident who passed away several months ago; more information to follow.

Darryl Speicher made a motion to adjourn the meeting, Julie Wynne seconded and all were in favor. The meeting was adjourned at 6:30 p.m.

Next meeting will be held August 26, 2024