

Barrett Paradise Friendly Library  
Board of Trustees Meeting Minutes  
October 28, 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; Cindy Cook, Secretary. Trustees: Lisa Flanagan, Brette Fulton, Judi Jabara, Nancy Lewis, Julie Niering, Maureen Siglin, Darryl Speicher. Mary Ann Lewis, Library Director.

Mike Stein, President, called the meeting to order at 5:31 p.m.

The minutes of the September 23, 2024 meeting were reviewed. Lisa Flanagan made a motion to approve the minutes, Julie Niering second, and all were in favor.

**Treasurer's Report** –Richard Leist stated the fundraising is showing a little under budget but that will change with October's report. He also stated the expenses are well managed and payroll is currently the largest expense. Julie Wynne made a motion to accept the Treasurer's report, Brette Fulton second, all were in favor. Richard Leist abstained.

**Library Director's Report** – Mary Ann reported that volunteer hours are higher due to basket raffle preparation. Visitor numbers are solid.

Mary Ann attended the PA Library Conference in Harrisburg and stated it was excellent. The 2025 Plan for State Aid has been submitted. The library is projected to receive \$28,717 in aid. The library will use \$14,717 toward salaries and 14,000 toward collection expenses. Discussion took place about the 12% rule. The current art display is art from in house. Doug Wilkins is expected to display his artwork in November and John James will be displaying his artwork in December and January.

Mary Ann shared some "library goodness" and stated that the person who organized Mountain Strong Poconos Hurricane Relief has been a library patron for a long time. The library helped the organizer connect with some resources, was a drop off point for supplies, and donated children's books to be given to the families who lost everything with Hurricane Helene in North Carolina.

Circulation has been solid with typical fluctuations for this time of the year. The numbers are up since last year at this time.

Programs on are a lighter schedule since September but are still well attended. Treats on the Trail was very successful and the pumpkin painting with teens was fun. Sights for Hope will hold a story time and eye screening for kids. There are regular and special programs in November with a lighter schedule for December.

**Building Report** – Mountain Landscaping has cleaned up many areas on the property. The landscapers noticed a carpenter bee issue. Green Man Exterminator came out to treat the area. Mary Ann has also contacted Joey Bender about some concerns with the roof and gutters as well as some ceiling cracks. There is also a concern about the pothole and dip at the entrance/exit of the library. It was suggested that Mary Ann contact Barrett Township.

**Fundraising** – The Friends Letter has generated \$16,295.06 with 186 donors to date. That total is \$1532.00 ahead of last year at this time with 11 fewer donors.

The basket raffle preparation is going well. Twenty-three (23) baskets are finished with items lined up for seventeen (17) more baskets. There will be a total of just over fifty (50) baskets with five (5) special baskets. The small games of chance license was obtained at a cost of \$125.00 per year. Mary Ann and Chelsea participated in the Barrett Township Historical Society train station event and raised eighty (80) dollars on a raffle for a John James print.

**Grants and Donations** – Chelsea participated in Family Place Training which was funded by the Hughes Foundation Grant. The Family Place program has been a part of the library since 2009 and the parent/child workshop, which focuses primarily on preschool aged children, will be held again in the spring.

**New Business** – The geothermal units are experiencing an issue with the heat transfer fluid clogging the strainers on a regular basis. The fluid is methanol based which was typical for the age of the system but it needs to be replaced with a non-methanol-based fluid. RJ Groner is working with a Rhode Island based company that specializes in this process but the cost is approximately \$65,000. Lengthy discussion took place about guarantees of the system after this process is completed as well as possibly changing heating systems completely. Mike Stein made a motion to take no action on the repair to the current system until due diligence is complete which includes getting at least one, possibly two more proposals for the repair as well as exploring alternative heating systems. Richard Leist second and all were in favor. Mary Ann also reported that the annual service contract renewal with RJ Groner is coming due in November.

Leddy Telecommunications gave an estimate to replace six phones and change the system to digital at a cost of \$2, 812. The work would be done in person by Leddy Telecommunications. The library also reached out to NorStar for a quote but the work would all be done remotely.

Mike Stein made a motion to replace the phone system using Leddy Telecommunications. Lisa Flanagan seconded and all were in favor.

**2025 Budget Planning-** A preliminary draft of the 2025 budget is in process. A final draft should be ready for review at the November meeting.

**Nomination Committee** – Mike Stein reported there will be an open seat due to Lisa Flanagan rotating off the Board. The nominating committee is recommending not appointing someone to take her place for 2025. The Board can have as few as 5 members and no more than 11 members. Julie Wynne made a motion not to appoint someone to fill Lisa Flanagan’s spot on the board. Maureen Siglin second and all were in favor.

2025 Slate of Officers to be voted on at November meeting:

President: Mike Stein

Vice President: Julie Wynne

Treasurer: Richard Leist

Secretary: Cindy Cook

Motion to adjourn meeting at 6:35 p.m. by Julie Niering, second by Nancy Lewis.

Next Meeting: November 25, 2024 at 5:30 p.m.