

15 July 2024

BAPL Board of Trustees Meeting

Previous Minutes

Need quorum to accept minutes from March 2024 onward.

Attendance: Collette, Amy, Rebecca, Mike, Catherine present (not a quorum)

Financial Dashboard

June: \$159,000 income, expenditures exceeded by \$3,700.

Executive Director's Report

Benefits Call: Retirement: online meeting

Anchor IRA, Legislation pending for mandatory retirement package for PA businesses with 5 or more employees, no fees to organization except match into plan, every employee who wishes to participate will have own account up to \$16,000 per year. Match for simple IRA: 2% for each employee or 3% for participating, all fees come out of participating accounts. Company builds diverse funds similar to 401K. No one is the fiduciary; every employee makes own decisions. Must include (offer to) part-time employees- option is up to employees, if they are eligible.

Important Dates

Rebecca out: Vacation dates: August 1-6 & September 28 – October 3.

Association of Rural and Small Libraries (ARSL)- hosting event with 4 other librarians from Alabama, Oklahoma, Kentucky and Nevada on creating and utilizing your network September 10-14 in Springfield, MA.

Pennsylvania Library Association (PaLA) State Library Conference – October 6-9 in Harrisburg.

Board Notes

Members: state requires 9 board members; currently have 2 vacancies.

By-laws: will be under consideration; to separate policies from by-laws.

Mission statement: will be reconsidering wording, condensing.

New staff: 3 hires.

Grant updates

Submitted Teen Book Club grant/ PA Humanities grant.

OECD: USDA grant for infrastructure under consideration.

LSTA: technology and building grant: not ready to apply but considering for next year.

Committee Updates

Facilities

Air conditioning: recharged children's room, sealed leaks in system.

Removed outlets from outside of building.

Installed 2 new batteries for emergency backup lighting, will replace Carnegie Room battery.

New server installed- employees can now access remotely.

Will install signs regarding loitering & smoking outside.

Finance

Payroll update: Upgraded to Bamboo HR; employees can log time, etc. using app.

Annual Audit: 26 July.

SALSA (State Application for Library Supplemental Aid) due date moved up to August 2024 (reward for meeting requirements).

Townships/ municipalities: contributions discussion.

Discussion

Fall Fundraiser: fashion show in October- Bradford Club, ticket sales, silent auction of gift baskets.

Reminders/ Good of the order

Adjournment at 6:30pm

The next public meeting is Monday, August 19, 2024 @ 5pm in the Carnegie Room.