

Riegelsville Public Library

Board of Trustees Meeting – November 11, 2019

Present: Ken Banko, Beth Banko, Margaret Fritz, Terry Fritz, Dani McClanahan, Dave Oleska

Staff: Terri Randolph Boro Reps: Anne Moyer, Ed Bartosiewicz Guest: Paul Anthony

The meeting was called to order at 7:03 by Ken Banko.

The October 14, 2019 meeting minutes were approved.

Director's Report was accepted; motioned by Margaret, seconded by Beth.

Treasurer's Report was accepted. Transfer of data to QuickBooks is going well. The Kunsman letter of financial management recommendations was presented and will be discussed at December's meeting. Financial controls to be put into place sooner rather than later. Approval of bills before payment recommended to the Board by Dani..

Finance Committee Terry gave Dani letter from Kunsman to follow up regarding annual audit. Dani to be contact for Alyssa Benetz of the Kunsman Corp. Motion made and carried to purchase a new locking file cabinet.

Fund Raising Committee Library will have a presence at the Linden Hill Christmas Open House on 12/6/19. A High Tea is scheduled for 2/23/20 at the library. Help will be needed. BrewFest, now to be called Autumn Fest, will be moved to Durham Springs in 2020. \$500 of the \$1500 rental fee to be paid now. Dave motioned, Terry seconded.

Grants Terri reported that Boro and library staff working on answering questions from the Keystone Grant.

Budget Perpetual deficit. Dani recommended that any unexpected monies should go into operating funds. 2020 budget accepted. Ken motioned, Dave seconded. Bonding of Library Board and staff recommended. Ken motioned, Margaret seconded.

Old Business Book sale going on as planned. Chris Snyder will be coming back in the spring to talk to the Board again.

New Business Public recognition of Terri and Becky. Paul Anthony asked for Board members to attend Boro meeting on 11/13/19. Realignment of Fundraising Committee – Dani head of fundraising. New committees formed – Governance (Dave, chair, Beth, and Terry) and Event/Volunteer/Conduct and Management (Ken, chair, Margaret ,Dani, and Terri).

Meeting adjourned at 8:30 pm. Ken motioned, Dani seconded.

Submitted by Margaret Fritz