

## **Bath Township Public Library**

### *Meeting Minutes*

*Wednesday, September 21, 2022*

*Present:* (Board Members) Sue Garrity, Lynn Bergen, Ken Jensen,  
Theresa Kidd, Larry Fewins-Bliss, Audrey Barton  
(Library Director & Staff) Kristie Reynolds

*Public Present:* Joana Bancroft

*Next meeting: Wednesday, October 19, 2022, 6:00 pm*

### **I. Regular Business**

- a. Meeting called to order at 6:00 pm
- b. Moment of civic reflection.
- c. Audrey **motions** to approve the agenda with the addition of a discussion of Kristie's evaluation and the book challenge procedures within New Business which, Larry supports, all in favor.
- d. Public comment: none
- e. Disclosures of conflict of interest: none
- f. Theresa **motions** to approve the minutes. Lynn supports, all in favor.

### **II. Financial Report**

Please see the full Treasurer's Report in the September meeting packet. Lynn provided a positive report. Kristie and Lynn are beginning to prepare the new budget. Sue encourages the Trustees to keep this in mind, moving forward.

Reports from Transparent Bookkeeping look fine. BTPL will begin printing checks, rather than writing them by hand. Receipts will also be printed and presented in a different, clear way within the monthly receipts folder that Trustees review. Transparent continues to adjust and tidy up the records in a beneficial way.

Ken **motions** to accept the financial report, and Sue supports it, all in favor.

### **III. Director Report**

Please see the full Director's Report in the September meeting packet.

August was a quieter, transitional month as fall begins. Many staff members were ill, but the

The library remained open for regular hours. BTPL was represented at the summer party at Wiswasser Park, a Back-to-School event, and continues to work on the Safe Routes to School project. Eggleston Gallery generously donated art supplies and art to the library, in preparation for the gallery's closing later this year. Thank you, Melissa! Statistically, the library's in-person and virtual programming and services are doing well, with most categories increasing in comparison to last year. September will be a busier month at BTPL, with more programming and events and new programs including Yarn Buddies and Spanish Time for Beginners.

#### **IV. Unfinished Business – Items for Discussion**

- a. Strategic Planning – The community survey received just over 80 responses. The next step is to plan for informal group research and data collection. The more information we gather, the better we'll be able to serve the community.
- b. Staff compensation options – There are no updates for the PTO/sick time split. After further research, Kristie has settled on a better (and less expensive) option for health care.

#### **V. Unfinished Business – Items for Action**

- a.

#### **VI. New Business - Items for Discussion**

- a. Discussion of evaluation procedures – the evaluation form is adequate as-is. Trustees are encouraged to include comments alongside the basic checked boxes/scores. Please post responses to Sue at least a week before the next meeting.
- b. Discussion of book challenge procedures – The policy and process for challenged materials are clear and concise. The Board considers this helpful and adequate.

#### **VII. Items for Action**

- a.

#### **VIII. Closing**

- a. Public Comment: none
- b. Board Member Comments: Lynn asks for an update about the recent leak and plumbing issues. Kristie was told by the landlord that the roof leak was due to a plugged drain and shouldn't happen again. New toilets will be installed soon, solving the backup issue. The replacement of 2 handicapped toilets is quoted to be \$1050, including installation.  
Sue comments that the Friends are preparing to rewrite their bylaws and refresh their board of directors. Friends of BTPL is recruiting new volunteers – what a great opportunity to serve in a fun, low-stress community group!
- c. Audrey **motions** to adjourn the meeting at 6:59. Larry seconds, all in

favor. (Minutes recorded by Audrey Barton, Secretary)