



## **BUCKS COUNTY FREE LIBRARY**

### **MINUTES OF THE REGULAR MEETING OF FEBRUARY 15, 2022**

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Doylestown District Center Library and virtually via Zoom. The meeting was called to order at 6:02 p.m. Present were: Constance Moore, President; Jon Panofsky, Vice President; and Anthony Bush, Amy Masgay, and Georgette Helbling, Board Trustees; Martina Kominiarek, Chief Executive Officer; John Doran, Chief Financial Officer; Joe Thompson, Chief Operating Officer, and Jessica Gruber, Public Services Director. Also in attendance were Patty Dawson, Access Services Administrator; Holly Ambrose, Collection Management Director; Ceil Hedrick, Collection Management Manager; and Jennifer Moakler, Collection Management Administrator. Rick Rogers, Treasurer, was absent.

A MOTION to APPROVE the minutes of the Regular Meeting of January 18, 2022 was made by Masgay, SECONDED by Panofsky, and APPROVED unanimously.

#### **PRESIDENT'S REPORT**

President Moore reported on the American Library Association LibLearnX virtual conference. She also introduced new board member Georgette Helbling, who was attending virtually.

#### **STAFF REPORTS**

##### Report of Chief Executive Officer/Martina Kominiarek

Union Negotiations – Hope to wrap up in the next 2 to 4 weeks.

Bensalem Branch Renovation – Replacing structurally unsound back wall and as part of the project are adding windows. Closing in March for about 4 to 6 weeks with the timeline dependent on the availability of construction supplies. Curbside services will still be available during the closing, and some staff will be deployed to other nearby branches.

Masking – As of this board meeting, the County of Bucks was still requiring visitors to wear masks, and so BCFL would follow suit. However, as more places are unmasking and COVID rates are declining, BCFL would continue to monitor the situation.

Donor Recognition – Post cards were sent to donors as a follow up to acknowledge the important impact their donation has on the county.

District Manual – Final draft was distributed to board members, and they were asked to provide their input and suggestions if they have any.

OCLC Wise – In January 2022 BCFL went live with new integrated library software. The implementation team – Patty Dawson, Holly Ambrose, Jennifer Moakler, and Ceil Hedrick – were on hand to show the board some of the highlights of OCLC Wise.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for January 2022 in the amount of \$509,990.18 was made by Panofsky, SECONDED by Bush, and APPROVED unanimously.

MOTION to APPROVE the December 2021 financial statements (subject to audit) was made by Panofsky, SECONDED by Bush, and APPROVED unanimously.

MOTION to APPROVE the January 2022 financial statements (subject to audit) was made by Panofsky, SECONDED by Bush, and APPROVED unanimously.

**Board Committee Reports:** The Governance Committee met prior to the start of this board meeting. Since it wasn't on the agenda, it was suggested that the board vote to make that change.

MOTION to revise the February 15, 2022 BCFL Board Agenda to include "Board Committee Reports – Governance Committee" was made by Bush, SECONDED by Masgay, and APPROVED unanimously.

Governance Committee Chair Jon Panofsky reported that they are reviewing the bylaws with plans to make needed revisions. The Committee is also reviewing board job descriptions and discussing the possible board retreat.

**Unfinished business** – None

**New Business** – None

**Public Comment** – Mary Ann Crozier commented on the excellent presentation for OCLC Wise.

There being no further business, a MOTION to ADJOURN was made at 6:57 p.m. by Panofsky, SECONDED by Masgay, and so MOVED.

APPROVED BY THE BOARD OF DIRECTORS  
MARCH 15, 2022