



## **BUCKS COUNTY FREE LIBRARY**

### **MINUTES OF THE REGULAR MEETING OF MARCH 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 by Zoom. The meeting was called to order at 6:04 p.m. Present were: Constance Moore, President; Richard Rogers, Treasurer; Anthony Bush and Amy Masgay, Board Trustees; Martina Kominiarek, Chief Executive Officer; John Doran, Chief Financial Officer; Joe Thompson, Chief Operating Officer, Jessica Gruber, Public Services Director, and Pamela Riley, HR Administrator. Also in attendance were Michelle Kiker, Children's Services Coordinator, and Matt Hrebicik, IT Manager. Jon Panofsky, Vice President, and Georgette Helbling, Board Trustee, attended remotely.

A MOTION to APPROVE the minutes of the Regular Meeting of February 15, 2022 was made by Masgay, SECONDED by Helbling, and APPROVED unanimously.

#### **PRESIDENT'S REPORT/CONSTANCE MOORE**

President Moore acknowledged the correspondence received by the board and let participants know that all comments and suggestions would be discussed among the board and during the Executive Session.

#### **STAFF REPORTS**

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

The Doylestown children's area has been renovated and enlarged. The Facilities staff did a great job taking down walls and rebuilding it so that it looks like it was built that way. They designed and installed a giant Lego wall. There will be more new and exciting items arriving in the coming weeks, including a giant baseball chair.

The Bensalem branch project is underway. We anticipate reopening in late April or early May. Facilities team once again did the work on this project.

Children's Services Coordinator Michelle Kiker is in attendance and will be giving a full report at the April board meeting. Children's Services staff have been hosting interactive programs since January, and attendance is great. We're gearing up for Summer Quest as well as reopening Penn's Little Village in Langhorne and the Career Corner in Yardley. The Langhorne branch is in serious need of volunteers once Penn's Little Village reopens, as there will be dozens of children and caregivers there. We're looking for anyone who wants to help, including parents, grandparents, and caregivers.

OCLC Wise Update – The migration to the new system has had some issues and bugs. The most troublesome is the inability to order new books. As of today, we did a final test and it appears to be working, so starting as early as tomorrow, new books will show up in the catalog. The problem occurred because of the complexity of our system, which includes our 7 branches and 11 member libraries. For example, although we all may order the same book, they are cataloged differently and shipped to different locations. This is more complicated to program than if we were all doing the same thing.

The Group Study Rooms will reopen for booking in April. The Facilities team is working hard to turn larger rooms that are less in demand into smaller rooms for group study so we can offer more rooms to the public.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for February 2022 in the amount of \$836,910.00 was made by Rogers, SECONDED by Masgay, and APPROVED unanimously.

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

**Board Committee Reports - None**

**Unfinished business – None**

**New Business** – Group Study Room Policy was reviewed by the Governance Committee. They'll reopen for booking in April with more small rooms available. Groups of 12 or less are most in demand. The substantive changes to the policy are:

- 1) Instead of informal walk-ins, everyone must fill out a simple application with their name and card number. This will provide better security and allow us to collect usage statistics.
- 2) The current policy states there has to be five or more people using the room, and that is being reduced to three or more.
- 3) The current policy states that groups must wait thirty minutes after the library opens to use a room. That is being reduced to 10 minutes.

MOTION to APPROVE the Group Study Room Policy was made by Bush, SECONDED by Masgay, and APPROVED unanimously.

The Meeting Room Policy will be going to the Governance Committee for review.

**Public Comment** – Vonna DeArmond commented on an Open Records request. Mary Ann Crozier asked that the board introduce themselves. Heather Warren aired a personal grievance. Caroline Hall asked how best to contact the board.

MOTION to move into Executive Session at 6:48 p.m. to discuss legal issues was made by Rogers, SECONDED by Bush, and APPROVED unanimously.

MOTION to end Executive Session at 7:43 p.m. was made by Rogers, SECONDED by Masgay, and APPROVED unanimously.

There being no further business, a MOTION to ADJOURN was made at 7:44 p.m. by Rogers, SECONDED by Masgay, and so MOVED.

APPROVED BY THE BOARD OF DIRECTORS  
APRIL 19, 2022