



**Bucks County  
Free Library**

## **BUCKS COUNTY FREE LIBRARY**

### **MINUTES OF THE REGULAR MEETING OF JANUARY 17, 2023**

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Doylestown District Center Library. The meeting was called to order at 6:14 p.m. Present were: Constance Moore, President; Anthony Bush, Vice President; and Amy Masgay, Brian Reimers, and Kathleen Moeller-Peiffer, 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 Matt Hrebicik, IT Director, and Travis Maiuro, Administrative Librarian. Richard Rogers, Treasurer; and Georgette Helbling, Board Trustee, were absent.

A MOTION to APPROVE the minutes of the Regular Meeting of December 20, 2022 was made by Peiffer, SECONDED by Reimers, and APPROVED unanimously.

#### **STAFF REPORTS**

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

A review of upgrades to BCFL branches that are both completed and in planning stages was provided to the board. The list included facilities projects and programming projects both completed and in planning stages. Library Managers will be providing input on their ideas to reach strategic plan goals as well.

Some facilities projects were: silent study pods, with a large one already installed in Doylestown and plans to provide smaller ones for branches if funding can be obtained; expand public space at the Yardley branch; obtain an engineering study on the feasibility of a family restroom in the children's area of the Levittown branch; examine landscaping and outdoor area ideas for the Bensalem branch; giant Lite-Brite walls for Quakertown and Bensalem; and a story walk at Levittown with 18 stations.

Some programming projects and plans are: researching and reexamining children's programs with a new Children's Services Manager starting at the end of the month; movie matinees with giant screens are in the works; adult services virtual author talks have already started; local author fairs to be reinstated in Doylestown; and hosting non-profit fairs both north and south.

##### Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for December 2022 in the amount of \$397,603.10 was made by Masgay, SECONDED by Reimers, and APPROVED unanimously.

Financial statements were not on the agenda for December 2022 as additional year-end statements and invoices were not received as of the date of the board meeting.

Vanguard investment group has Martina Kominiarek, CEO, and John Doran, CFO, as authorized signers as needed. Board approval is needed for this.

A MOTION to APPROVE CEO Martina Kominiarek and CFO John Doran as authorized signers for Vanguard business was made by Reimers, SECONDED by Peiffer, and APPROVED unanimously.

**Board Committee Reports:** No committees met.

**Unfinished business:**

A MOTION to APPROVE the draft 2023 – 2026 Strategic Plan was made by Reimers, SECONDED by Bush, and APPROVED unanimously.

A MOTION to APPROVE the draft Mission, Vision, and Values Statements was made by Masgay, SECONDED by Peiffer, and APPROVED unanimously.

There being no further business, a MOTION to ADJOURN was made at 6:36 p.m. by Masgay, SECONDED by Reimers, and so MOVED.

**APPROVED BY THE BOARD OF DIRECTORS  
FEBRUARY 21, 2023**