



BUCKS COUNTY FREE LIBRARY

MINUTES OF THE REGULAR MEETING OF DECEMBER 16, 2025

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 6:03 p.m. Present were: Anthony Bush, President; Brian Reimers, Vice President; Amy Masgay, Secretary; and Mary Cwiklinski, Linda Goodwin, Andrew Laureti, and Shikha Prashar, Board Trustees; Dana Barber, Chief Executive Officer; John Doran, Chief Financial Officer; Jessica Gruber, Associate Director; and Patty Dawson, Chief Information Officer. Also in attendance were Gretchen Stallone, Executive Assistant; Adam Gilbert-Cole, District Consultant; and Travis Maiuro, Community Engagement Director.

The board moved into Executive Session to discuss budget and personnel matters at 6:03 p.m.

A MOTION to END the Executive Session at 6:15 p.m. was made by Goodwin; SECONDED by Masgay, and APPROVED unanimously.

A MOTION to APPROVE the minutes of the Regular Meeting of October 21, 2025 was made by Laureti, SECONDED by Goodwin, and APPROVED unanimously.

PRESIDENT'S REPORT

Bush welcomed new board member, Shikha Prashar, to BCFL.

An update regarding IMLS funding was provided. No communication from local legislatures in response to the resolution sent by BCFL. A judge in a Rhode Island District Court has ruled to restore funding to IMLS.

Bush noted the trees that had been removed in front of the Yardley branch were replanted in late November by Lower Makefield township.

Nominations for BCFL Board Officers for 2026 were provided to the board by Reimers. Each position was voted on by the board with the majority vote determining the selection of officers.

The new officers are: Brian Reimers, President; Amy Masgay, Vice President; Andrew Laureti, Secretary; and Anthony Bush, Treasurer.

DISTRICT LIBRARY CENTER PRESENTATION

Report of Bureau of Library Development Representative/Abbey Lukiewski

Lukiewski provided an overview of the Bureau of Library Development and services provided by District Center Library.

STAFF REPORTS

Report of Chief Executive Officer/Dana Barber

Barber shared that a new lease for the Perkasie branch has been facilitated between Perkasie Borough and County of Bucks. Pierce Library Association will be dissolving and will turn over any remaining funds to BCFL.

It was reported that BCFL has been selected to receive a \$20,000 donation from Fred Beans Charitable Foundation to be used to enhance library programming for adults.

BCFL's 2026 Annual Campaign kicked off on December 1 and, as of December 15, we are about one third of the way to our goal of raising \$100,000. Barber encouraged all board members to participate.

Barber noted that Gordy the gecko was the main spokesperson for the campaign this year and was designed by Community Engagement Director, Travis Maiuro. The image used in the campaign is also featured on limited-edition Gordy gear that can be purchased via the BCFL website shop.

A plaque was presented to Technical Services Manager, Ceil Hedrick for her 50 years of service to Bucks County Free Library.

Report of Chief Financial Officer/John Doran

A MOTION to APPROVE the check register for October 2025 in the amount of \$751,534.00 was made by Goodwin, SECONDED by Masgay, and APPROVED unanimously. (No public commented.)

It was noted that a new firewall was installed (\$22,131.63), a progress payment was made for the window project (\$306,013.20), and reimbursement funds were received for the computers purchased for community libraries.

A MOTION to APPROVE the October 2025 financial statements was made by Laureti, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

It was noted that revenue was down due to the delay in state aid, the personnel budget is underspent due to open positions, and purchasing materials is primarily being done through Amazon with the closure of Baker & Taylor.

A MOTION to APPROVE the check register for November 2025 in the amount of \$355,807.14 was made by Laureti, SECONDED by Bush, and APPROVED unanimously. (No public commented.)

A MOTION to APPROVE the November 2025 financial statements was made by Laureti, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

It was noted that revenue was down again due to the delay in state aid (funding has been received as of December 10) and state aid payment is anticipated to arrive around January 5.

The BCFL 2026 Capital and Operating Budget was provided to the board and highlights of the proposed budget were presented by Doran.

A MOTION to APPROVE the BCFL 2026 Capital and Operating Budget (contingent on increase from the County) was made by Masgay, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

Report of Community Engagement Director/Travis Maiuro

An overview of 2026 programming highlights was provided to the board.

Board Committee Reports:

The Governance Committee met virtually on November 12, 2025. Agenda items included board officer nominations, committee assignments, Patron Data policy, 2026 meeting schedule, and annual board evaluation to occur January.

The Finance Committee met on December 9, 2025.

Investment Policy – FIN 8 was presented for approval.

A MOTION to APPROVE the Investment Policy – FIN 8 as presented was made by Masgay, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

Unfinished Business

Use of Patron Data in Library Advancement Policy – DEV 3 was presented for approval.

A MOTION to APPROVE the Patron Data in Library Advancement Policy – DEV 3 as presented was made by Laureti, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

New Business

An update on the materials processing bids was provided by CIO Patty Dawson. The bids received were non-responsive and/or non-responsible. Dawson requested the board make a motion to reject the bids and re-bid again in January.

A MOTION to REJECT existing bids and re-bid materials processing services was made by Masgay, SECONDED by Laureti, and APPROVED unanimously. (No public commented.)

Public Comment – No public commented.

There being no further business, a MOTION to ADJOURN was made at 7:15 p.m. by Bush, SECONDED by Masgay, and so MOVED.

APPROVED BY THE BCFL BOARD OF DIRECTORS
JANUARY 20, 2026