



BUCKS COUNTY FREE LIBRARY
MINUTES OF THE REGULAR MEETING OF JUNE 17, 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 6:04 p.m. Present were: Anthony Bush, President; Brian Reimers, Vice President; Rick Rogers, Treasurer; and Linda Goodwin, Mary Cwiklinski, and Andrew Laureti, 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; and Adam Gilbert-Cole, District Consultant.

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

PRESIDENT'S REPORT

Bush discussed the one-year anniversary of CEO, Dana Barber and the upcoming evaluation process as well as the opening of the board Treasurer position with the end of Rick Roger's term coming up this fall. He also noted it would be beneficial for all board members to regularly review information outlined in the board orientation checklist, particularly the library's mission and vision statements.

STAFF REPORTS

Report of Chief Executive Officer/Dana Barber

An update was provided about Summer Quest Kick Off on June 14 and thanks extended to all BCFL staff, particularly Jessica Gruber, Associate Director and Travis Maiuro, Community Engagement Director for a successful start to summer.

Barber acknowledged the generous donations provided by our Friends groups to support Summer Quest and their continued support throughout the year.

A few things of note at the Doylestown branch were discussed including the addition of a new tablet lending station, Hublet and the window replacement project.

Report of Chief Financial Officer/John Doran

MOTION to APPROVE the check register for May 2025 in the amount of \$362,782.33 was made by Rogers, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

It was noted that fine revenue is down since the implementation of auto-renewal, the EITC donation from our bank was received (\$35,000), and the Children's Services Coordinator position has been filled.

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

Report of District Consultant/Adam Gilbert-Cole

The board was given an overview of BCFL's funding sources and a handout distributed outlining the various revenue streams that contribute to the library's operating budget.

Board Committee Reports:

The Finance Committee met on June 5, 2025. They discussed the retirement of CFO, John Doran and the end of board term for Treasurer, Rick Rogers.

The Governance Committee met virtually on June 11, 2025. They discussed the upcoming retirement of CFO, John Doran and end of board term for Treasurer, Rick Rogers; the new Board Orientation Checklist; as well as the upcoming quarterly board training sessions, and board retreat scheduled for October 4.

Unfinished Business – None

New Business

Face Mask Policy – MNG 13 was presented for initial review with the recommendation to rescind.

Public Comment – No public commented.

There being no further business, a MOTION to ADJOURN was made at 6:37 p.m. by Goodwin, SECONDED by Laureti, and so MOVED.

APPROVED BY THE BCFL BOARD OF DIRECTORS
JULY 15, 2025