Bucks County Free Library

BUCKS COUNTY FREE LIBRARY

MINUTES OF THE REGULAR MEETING OF SEPTEMBER 15, 2026

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Langhorne Library. The meeting was called to order at 6:05 p.m. Present were: Brian Reimers, President; Amy Masgay, Vice President; Anthony Bush, Treasurer; Andrew Laureti, Secretary; and Mary Cwiklinski and Linda Goodwin, Board Trustees; Dana Barber, Chief Executive Officer; Sue Donnelly, Fiscal Officer; Jessica Gruber, Associate Director; and Patty Dawson, Chief Information Officer. Also in attendance were Adam Gilbert-Cole, District Consultant; Bill Hoblin, Development Director; Sheena Napper-Taylor, HR Manager; Travis Maiuro, Community Engagement Director; and Gretchen Stallone, Executive Assistant.

A MOTION to APPROVE the minutes of the Special Meeting of August 4, 2026 was made by Laureti, SECONDED by Masgay, and APPROVED unanimously.

PRESIDENT'S REPORT

Reimers welcomed the new administrative staff and thanked all present for attending the meeting.

STAFF REPORTS

Report of Chief Executive Officer/Dana Barber

Barber introduced new administrative staff Sue Donnelly, Fiscal Officer; Bill Hoblin, Development Director; and Sheena Napper-Taylor, HR Manager.

A review of current staffing and open positions was presented to the board.

An update regarding the strategic plan in process was provided. There will be a focus group for board members following the December meeting.

Report of Fiscal Officer/Sue Donnelly

All items are consistent with this time of year. It was noted payments were made for the Doylestown window replacement (final payment $5,141.48), Quakertown roof (progress invoice $46,342.72), Quakertown roof and Perkasie upper windows project (progress invoice $19,187.50), and Doylestown HVAC unit replacement ($98,524,000).

A MOTION to APPROVE the check and ACH (Direct Transfer) register for June 2026 in the amount of $976,947.25 was made by Goodwin, SECONDED by Cwiklinski, and APPROVED unanimously. (No public commented.)

All revenue has come in as expected. It was noted the Development Director and Fiscal Officer were hired during the month, the collections budget is under by $53,577, the processing budget is

under by $83,394, the utilities budget is over by $25,063, the furniture budget is under by $55,001, and the building & grounds budget is under by $36,240.

A MOTION to APPROVE the June 2026 financial statements was made by Goodwin, SECONDED by Cwiklinski, and APPROVED unanimously. (No public commented.)

All items are consistent with this time of year and it was noted expenses were incurred due to the Perkasie HVAC unit being down.

A MOTION to APPROVE the check and ACH (Direct Transfer) register for July 2026 in the amount of $1,053,364.43 was made by Goodwin, SECONDED by Laureti, and APPROVED unanimously. (No public commented.)

All revenue has come in as expected. It was noted the HR Manager was hired during the month, the collections, processing, & utilities budgets did not change from the previous month, the furniture budget is under by $63,792, and the building & grounds budget is under by $39,298.

A MOTION to APPROVE the July 2026 financial statements was made by Goodwin, SECONDED by Laureti, and APPROVED unanimously. (No public commented.)

Report of Associate Director/Jessica Gruber
A review of the upcoming Staff Day 2026 schedule and session highlights were presented to the board.

Report of Chief Information Officer/Patty Dawson
Dawson reported that the number of desktop computers will be reduced at each branch due to a decrease in usage, an increase in costs, and the implementation of laptops for patron use.

Report of Community Engagement Director/Travis Maiuro
Highlights from the Summer Quest 2026 final report were presented and results from the community survey were shared with the board.

An update was provided about the Sonia Manzano event coming up on November 14 as well as other programming that is part of the *Many Stories, One Bucks* initiative taking place this fall.

Board Committee Reports:

The Governance Committee met on July 15, 2026. Agenda items included a review of the board evaluation.

The Finance Committee did not meet.

Unfinished business

Grants Policy – DEV 2 was presented for approval.

A MOTION to APPROVE the Grants Policy – DEV 2 as presented was made by Masgay, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

Library Cards Policy – CIR 1 with Proof of Identity and Address table was presented for approval.

A MOTION to APPROVE the Library Cards Policy – CIR 1 with Proof of Identity and Address table as presented was made by Laureti, SECONDED by Masgay, and APPROVED unanimously. (No public commented.)

Borrowing and Renewing Material Policy – CIR 2 with Loan Rules table was presented for approval.

A MOTION to APPROVE the Borrowing and Renewing Material Policy – CIR 2 with Loan Rules table as presented was made by Masgay SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

Fines and Fees Policy with Fines and Fees schedule and Forms of Payment table – CIR 3 was presented for approval.

A MOTION to APPROVE the Fines and Fees Policy with Fines and Fees schedule and Forms of Payment table – CIR 3 as presented was made by Masgay, SECONDED by Laureti, and APPROVED unanimously. (No public commented.)

Holds Policy – CIR 5 was presented for approval.

A MOTION to APPROVE the Holds Policy – CIR 5 as presented was made by Laureti, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

Inter-Library Loan Policy – CIR 7 was presented for approval.

A MOTION to APPROVE the Inter-Library Loan Policy – CIR 7 as presented was made by Goodwin, SECONDED by Laureti, and APPROVED unanimously. (No public commented.)

New Business

System Agreement – GOV 7 was presented District Consultant, Adam Gilbert-Cole for review with significant changes.

Public Comment – No public commented.

There being no further business, a MOTION to ADJOURN was made at 6:52 p.m. by Laureti, SECONDED by Goodwin, and so MOVED.

APPROVED BY THE BCFL BOARD OF DIRECTORS
OCTOBER 20, 2026