



**BUCKS COUNTY FREE LIBRARY**  
**MINUTES OF THE REGULAR MEETING OF APRIL 21, 2026**

The Regular Meeting of the Board of Directors of the Bucks County Free Library was held at the Perkasi Library. The meeting was called to order at 6:01 p.m. Present were: Brian Reimers, President; Amy Masgay, Vice President; Anthony Bush, Treasurer; and Mary Cwiklinski and Linda Goodwin, 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 was Gretchen Stallone, Executive Assistant.

A MOTION to APPROVE the minutes of the Regular Meeting of March 17, 2026 was made by Goodwin, SECONDED by Bush, and APPROVED unanimously.

**STAFF REPORTS**

Report of Chief Executive Officer/Dana Barber

Barber noted it was National Library Week (April 19-25) and National Library Workers Day (April 21). It was shared that the Bucks County libraries received a proclamation from the County Commissioners to mark the occasion.

An update was provided about recent grants and donations received by BCFL.

Highlights from the 2025 Library Impact Report were presented to board.

Barber shared that the Community Information Fair event was brought back after a three-year hiatus and held at the Bensalem branch.

Report of Chief Financial Officer/John Doran

Highlights of the 2025 audited financial statements were presented by Kate Keratas of Bee, Bergvall & Co. Certified Public Accountants.

A MOTION to APPROVE the Audited Financial Statements for 2025 was made by Masgay, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

It was noted the check register for March (and moving forward) includes both payments by check and electronic transfer.

There were two payments made to Independence Blue Cross (March \$40,293.24 & April \$41,060.95) as well as a large invoice for snow removal paid to W. D. B. Lawn & Garden (\$25,177.50).

A MOTION to APPROVE the check and ACH (Direct Transfer) register for March 2026 in the amount of \$429,274.93 was made by Goodwin, SECONDED by Masgay, and APPROVED unanimously. (No public commented.)

It was noted that all revenue has come in as expected and the Bucks for Books campaign kicked off on April 6<sup>th</sup>.

Open positions have been posted, employee evaluations completed, and salary adjustments processed; a contract has been signed with Ingram; the snow removal budget was spent down but did not go over; and the utilities budget is currently over by \$25,527 due to the extreme cold temperatures and HVAC unit down in Doylestown.

A MOTION to APPROVE the March 2026 financial statements was made by Masgay, SECONDED by Bush, and APPROVED unanimously. (No public commented.)

Doran presented a resolution executed by Reimers to name Dana Barber, CEO, and Jessica Gruber, Associate Director, as authorized signers for the Vanguard Brokerage Services (VBS) account.

A MOTION to APPROVE CEO Dana Barber and Associate Director Jessica Gruber as authorized signers for Vanguard Brokerage Services (VBS) account was made by Bush, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

### **Board Committee Reports:**

The Governance Committee did not meet.

The Finance Committee met on April 21, 2026. Agenda items included the annual meeting with Vanguard and new bank account.

### **Unfinished business**

Unattended Children Policy – CUS 3 was presented for approval.

A MOTION to APPROVE the Unattended Children Policy – CUS 3 as presented was made by Masgay, SECONDED by Goodwin, and APPROVED unanimously. (No public commented.)

### **New Business**

Bensalem lighting bid award: A review of the lighting bids for the Bensalem branch was presented by the Chief Financial Officer, John Doran, with the recommendation to accept the bid from Premier Builders, Inc.

A MOTION to award the Bensalem lighting bid to Premier Builders, Inc. in the amount of \$77,000.00 was made by Goodwin, SECONDED by Bush, and APPROVED unanimously. (No public commented.)

Outreach Services Policy – ING 2 was presented for review. This is a new policy created to govern outreach in community and is modeled after existing Programming Policy – ING 3.

**Public Comment** – No public commented.

The board moved into Executive Session to discuss personnel matters at 6:49 p.m.

A MOTION to END the Executive Session at 7:19 p.m. was made by Bush; SECONDED by Reimers, and APPROVED unanimously.

A MOTION to RESUME the Regular Meeting at 7:19 p.m. was made by Reimers; SECONDED by Bush, and APPROVED unanimously.

There being no further business, a MOTION to ADJOURN was made at 7:19 p.m. by Goodwin, SECONDED by Bush, and so MOVED.

APPROVED BY THE BCFL BOARD OF DIRECTORS  
MAY 20, 2026