

BALDWIN BOROUGH PUBLIC LIBRARY BOARD OF DIRECTORS MEETING

MEETING AGENDA

September 21, 2023

1. Call to Order 7:01 In attendance Rosemary Willis, Mike Fitzgerald, Paul Hayhurst, Christine Laurent, Christy Ehrlich
Absent – Amanda Bublinc
2. Meet the new Youth Services Librarian – Sarah Meyer
Board welcomes new children’s librarian to team.
3. Public comment on agenda items – no comments
4. Action Items
 - a. Acceptance of August Minutes Rose motions and Paul seconds- (Christy Ehrlich name is misspelled on minutes)
Unanimous
 - b. Acceptance of August Financials Rose motions and Mike seconds- unanimous
 - c. Ratify August Expenses Paul motions and Christy seconds
Upon review, Rose questioned the \$182 square-donations section. It was identified that this is not a mistake, the original payment went to this section and needed to be refunded so was reversed from the bucket. Accepted explanation. - unanimous
5. Discussion and Approval of ACLA Accounting Services Paul motions and Christine seconds. Vote to switch accounting services is unanimous.
6. Vote on continued adherence to Child Internet Protection Act (CIPA) Anna explained what the CIPA act is and reviewed we are in compliance and we will remain to adhere to the act. Christy Motions and Mike Seconds- Vote Unanimous.
7. Director’s Report
 - PLA Digital Literacy Grant was received for \$6000. This will be used to purchase Chromebook Laptops for adult educational purposes in the library. Each laptop will be around \$700 and 7 will be purchased from Tech Soup.
 - Health insurance increase expected for 2024. It is believed to be too late to make changes this year. Anna and Board will start reviewing plans and options in early 2024 for 2025 benefits for staff.
 - Cost of Microsoft office will increase. There is no way to avoid this increase and it will need to be worked into budget for 2024. Increase expected to be 300%
 - Sarah Meyer will be slowly beginning children’s programs in to ease into new role. She will be attending SHIM fall fest in October as one of the first community outreach events.
 - Two unanticipated expenses for Tree Service and yellow jacket removal.
 - Love your Library and Touch a Truck recaps will be provided in October meeting. Numbers are still being determined in for these events.
8. Touch-A-Truck Recap- Anna to provide personalized Callouts on social media for the next few weeks for all vendors and truck companies. Initial estimate is 200+ community members attended which is more than 2022.
9. Friends of the Library Update Brunch on 10/14 at 10:30 to encourage participation.
Meeting adjourned at 7:46pm Christine motions, Mike seconds unanimous.
10. Executive Session

Next Meeting: October 19, 2023