

Minutes

Library Company of Burlington
23 West Union Street Burlington, NJ 08016

November 12, 2025:
Board of Trustees Regular Quarterly Meeting

The Quarterly Meeting of the Library Company of Burlington Board of Trustees was called to order on Wednesday, November 12 at 7:07pm.

Attendance:

- Those board members attending in person were Barbara Fisher, Thomas Scattergood, Steve Simon, Alex Buzick, Ed Canivan and Pat Taylor. Director Kimberly Gibson, Friends' President Lynn Canivan and Treasurer Rick Mauro were also present.
- Trustees Elrich Green, Thomas Swan, Eli Eytan and Michael Barreiro were absent.

Secretary's Report:

Motion was made and seconded to accept the minutes from the August 2025 meeting. The minutes were unanimously approved.

Treasurer's Report:

The balances at 9-30-25 are approximately 100K in the bank accounts. \$20,000 has been received from the County Library and \$67,300 was received from the City in October. The \$8,500 has not been received from the Township yet. Insurance has gone up to \$21K. Motion was made and seconded to accept the treasurer's report. Report was unanimously approved.

Director's Report:

1. Lots of outreach has occurred with 63 programs and over 1600 participants.
2. Attendance has fallen off in some of the programs, particularly the Teen Program.
3. Gilded Age Cookbook program will occur on 12-3 at 6pm.
4. Some maintenance issues have been resolved.
5. Memorial donations have come in in memory of Betty Baird, a long-time library supporter.
6. Laptop stations will be created.
7. One of the biggest book suppliers has closed and Amazon's costing is better than the other suppliers.
8. Shannon Reed is resigning on 12-20-2025 and we possibly will need a new hire.
9. Motion made and seconded to accept Director's Report. Motion was unanimously approved.

Friends' Report

The Wine and Beer event was very successful. There were 99 attendees. All food but for a small amount was donated. The net profit was \$9,388.12. Having beer was a positive. The checking account has around 32K and 15K in CDs.

Old Business:

1. Non-Profit status is moving forward. The attorney needs all the Director's addresses. When we get incorporated, we can fix the brokerage account and interview more than one brokerage.
2. CAPES Committee— Alex attended a webinar about disaster preparedness. Recommendation to put UV protection on windows and digitize the old newspapers. Possibly apply for a grant to the Burlington County Cultural and Heritage Commission.

New Business:

1. Move November meeting to not conflict with the Citizen of the Year dinner.
2. Move to reaffirm not to exceed \$700 to cut down tree with neighbor. Motion passed unanimously.
3. Motion to approve an expenditure of \$250 for a Staff Holiday Party was unanimously approved.
4. Tom Scattergood was thinking of resigning but will follow up on getting the building on the Historic Register.
5. Meeting Dates for 2026 are as follows: February 11, May 13, August 12 and TUESDAY, November 10.

Executive Session:

Wages and Bonuses were discussed. It was unanimously agreed to go with the recommendations on Rick's spreadsheet.

Meeting was adjourned. The next regular board meeting will be on February 11, 2026 at 7pm in the library.

Respectfully Submitted:

Patricia Lessig Taylor

Secretary