

Muhlenberg Community Library
September 13, 2021
Meeting Minutes

Call to Order: The meeting was called to order by President Linda Roebuck at 6:30 p.m.

Attendance: Karen Schreiber, Terry Heckman, Joe Yarworth, Cathy Meck, Diane Benson, Lori Madara, Linda Roebuck.

Absent: Joan Crater, Kathy Felker.

Also Present: Melissa Adams, Library Director.

Consent Agenda: Joe made a motion to accept the Library Minutes from July; Terry seconded it. The motion passed unanimously.

Joe made a motion to accept the Monthly Library Reports for July and August; Terry seconded it. The motion passed unanimously.

Treasurer's Report: Was filed for audit.

Correspondence:

 Melissa received a letter from a former patron who was upset about our advertising of the Nellie Walter psychic readings. The Board decided not to respond to the letter.

 We received a letter from Customers Bank regarding the first PPP Loan, we do not have to repay this.

Library Director's Verbal Report:

 PPL Loan:

 We have received an official letter from the bank that the first PPP Loan was forgiven in full.

 Melissa will apply for forgiveness for the second PPP Loan of \$28,244 this fall.

 Coronavirus Planning/Opening to Public in the Building:

 As of September 7th, the Library is now open (M-TH 10-8; Sat. 9-4).

 Library-to-go is still being offered to those that want it, but this will be phased out soon.

 In-building limits: every other PC, 2 hour suggested time limit, encouraging masks, etc.

Program Updates:

Ready, Set, Read! Will be back in the Library Oct 27. 3-4:30 (10 kids and 10 tutors)

Camera Club will start meeting on the 4th Thursdays 12-3 beginning in September
Book Clubs (3rd Thursday in Sept. and 2nd Wednesday in October) will be coming back

Started Pre-K Prep with volunteer Diane Shalter

A few adult programs

RPG Club for teens

Funding Formula:

The Census Data released in 2021 will allow libraries to have until the end of 2022 to work with the municipalities to allocate matching, <2.50 or <5.00 funds in 2023. And that funding will go into the 2025 funding formula. The Census Data will go into the 2025 funding formula using 2023 municipal support. Muhlenberg had an 11.65% population increase, Laureldale had a 9.36% increase and Alsace had a 2.2% increase. We will need more municipal support in order to receive higher funding from the State/County.

Building Maintenance & Updates:

Working on getting a refrigerator at a reduced cost from Lowes.

Plumbing work is finished.

Donations:

Please look for more business sponsorships. We need about \$3250 to reach the \$10,000 match.

Also need at least \$1,000 more next year in funding from Municipalities for funding formula. With their population increases we need a minimum of \$61,600 from Muhlenberg while also retaining the \$10,000 matching equaling \$72,800 per year: and a minimum of \$9,900 from Laureldale.

Personnel:

Hired Jadidsa Perez as a Library Assistant. Her first day was August 3, 2021.

Hired Francine Lawrence as a Library Assistant. Her first day was September 9, 2021.

System Meeting: the next meeting is November 17, 2021.

Old Business:

Fundraising Committee:

Fall Craft Fair – all 25 spaces have been reserved. We need to advertise at our local churches and different groups in our township to come out to this event. Set up is Friday from 5:00 – 7:00 p.m. Saturday, please be there at 7:00 a.m. and help with this event. Ending time is 3:00 p.m. and then clean up.

Membership Agreement & Automation Agreement with BCPL System. Joe made a motion to accept this agreement as written; Karen seconded it. The motion passed unanimously.

The BCPL Salary comparison information was reviewed and discussed in conjunction with the Compensation Policy, which was approved at the July 12th Board meeting.

New Business:

By Law Review – Cathy made a motion to accept the By Law Policy as written; Karen seconded it. The motion passed unanimously.

Public Use of Library Telephone and Telephone Calls for Patrons Policy – Karen made a motion to accept the policy as written; Cathy seconded it. The motion passed unanimously.

We received a quote from Essig Plumbing & Heating to add a Premium Air Purification System in our Library. The cost to install is \$2,658. The Board decided to wait on this project.

Staff/Volunteer Holiday Party will be 12-13-21 here at the Library.

Board Meeting Dates for 2022. January meeting date will be the 3rd Monday of the month and the rest of the months will be the 2nd Monday of the month with the exclusion of no meetings in February or August. The meetings will begin at 4:30 p.m. Joe made a motion to accept these dates and the new meeting time. Terry seconded it. The motion passed unanimously.

Budget meeting dates: 9/22, 9/23, 10/7 and 10/11. Melissa, Linda, Karen and Cathy will meet on 9/22 at 2:00 p.m.

Adjournment: The meeting was adjourned at 7:31 p.m.

Dates to Remember:

Next Meeting

Monday, October 11, 2021, at 6:30 p.m.