

Schuylkill Valley Community Library

Board of Directors Meeting (virtual)

April 14, 2021

Present: Christie Brown, Stephanie Jacobs, Patrick Manwiller, Kai Miller, Kelly Ruth, Roger Schmidt, Stephanie Schreiber, Karen Bailey (Friends representative)

Absent: Erica Burch, Solomon Lausch, Sharon Wilson

1. Call to order at 7:02pm.
2. Secretary's Report- March meeting minutes were approved.
3. Treasurer's Report
 - a. Received \$5000 from the Lions Club which was deposited into the VIST Building fund account.
 - b. The Hoopla amount averages about \$400 per month. This amount is not included in the budget. Will keep an eye on it as the year progresses.
4. Trustees Reports-
 - a. Stephanie Jacobs reported that she has been promoting the upcoming summer reading program with her elementary students.
5. Librarian's Report
 - a. Looking into holding outdoor programming next month.
 - b. Redner's outreach was successful.
 - c. No e-card update.
 - d. AARP tax prep was completed with feedback including patron appreciation for holding this event.
 - e. State report was submitted.
 - f. Christie and Kai collaborated for completion of the BCCF grant which included co-working space.
6. Reports
 - a. SVCL Friends
 - i. Karen Bailey reported the sandwich sale was a success.
 - ii. Upcoming vendor/spring fling will be on May 15th.
 - iii. Each month the Friends will do a raffle with the proceeds going to the Building project. This month the raffle is a wagon full of garden supplies. They have sold 30/50 of the tickets so far.
 - b. Buildings and Grounds- Christie reported that mulch will need to be donated.
 - c. Policy Review
 - i. The Non-Discrimination Policy was voted on and approved as presented.
 - ii. After board discussion, it was suggested that the Substance Abuse Policy could be reviewed by a lawyer or legal documentation service. Cost could be an issue. Christie will research what other local libraries do.
 - d. County Library System- Nothing to report.
 - e. Director Review Committee- Christie reformatted the review and is awaiting a response from Erica.
 - f. Development Committee

- i. Will be meeting to form additional fundraisers including a potential virtual golf tournament and chili cook off.
 - ii. Will be requesting community assistance to form a subcommittee.
 - g. Leesport Borough Meeting- nothing to report at this time.
- 7. Keystone Grant
 - a. First quarter report has been submitted. Patrick Dolan completed the RFP free of charge. It was approved by the state.
- 8. Request for Personnel Committee
 - a. Christie is requesting the development of a Personnel Committee to address several issues including discussion of an increase in pay for full time staff, the potential for an increase in minimum wage occurring in the future, and the district consultant addressing the issue that the SVCL does not meet the state library code of having 4.22 FTE based on our population.
 - b. After discussion, it was decided that Christie will create a presentation of this information for the next board meeting.
- 9. Fine Free Pilot Program
 - a. SVCL participation in the Fine Free Pilot Program sponsored by the Reading Public Library was unanimously voted on and approved. The program will run from June 1-December 31.
- 10. Other-Security System and Phone Upgrades
 - a. Proposed upgrades include a new digital security system (\$1172), 3 free cellular phones via a T-Mobile government program (\$27/month), use of an app for faxing services (\$16.95/month). The upgrade will take 4 years to pay for itself.
 - b. Christie proposed using some of the surplus from last year to pay for this upgrade.
 - c. Vote was conducted and unanimously approved.
- 11. Next meeting will be on May 12, 2021 at 7:00pm.
- 12. Adjourned at 7:52pm.