

Library Board of Trustees August 23, 2021

Call to order

The regular meeting of the Village Library Board of Trustees was called to order at 5:58 pm on Monday, August 23, 2021 by Lisa Betz.

Present

Lisa Betz, Maria Long, Lauren Nappi, Knicki Knickerbocker, Anna Carter, Debbie Phillips

Acceptance of the last two meeting's minutes

- The minutes of May were approved.
- Motion made by Anna and seconded by Knicki. The motion passed with unanimous consent
- The minutes of June were approved
- Motion made by Donna and seconded by Knicki. The motion passed with unanimous consent.

-Correspondence

- PPE grant came in.
- Grant money for the Children's Garden arrived.

- Director's report

- Library Operations
 - Circulation continues to increase
 - Spike in card registration
 - The Township has agreed to gut the garden to help maintain unruly weeds
 - We are meeting with County consultants to discuss grant and APA compliant facility practices
 - There are zoning issues concerning having a men and women's bathrooms.
 - Locks can still be placed in either bathroom, and a changing table will go in the men's bathroom.
 - Maria asked for zoning code information to pass along to the board and the EDI committee which I serve for the BCPL.
 - We need to designate someone to represent the library at Township meetings especially for budget discussion and asking for an increase for funds.
 - The State is going to start putting pressure on local governments to increase funds; libraries are in danger of closing if local governments don't uphold support. Stephanie can help with the script. It is very

important that board members attend this next meeting which will take place September 14.

- After the Labor Day weekend. We will be changing hours
 - Saturday hours 8:00am-3:00pm
 - Mondays and Tuesdays 10:00am-6:00pm
 - This will keep us compliant with required hours via State/County.
- Maria and Stephanie discussed changing our holiday closings.
 - Staff development during minor holiday closings does not count against using up holiday hours. This actually would be credits. We have 3 credits to use toward holidays.
 - Sundays do not count as consecutive closings and thus being able to close for holiday weekends such as Labor Day weekend, Memorial Day weekend, and Easter weekend. We will be able to close for Thanksgiving, Black Friday and be open half day that Saturday, close for NYE & New Years. This will save greatly on costs of operations. Plus, too many people want off around those dates and it makes it hard for coverage.
 - We discussed proposed changes and we will vote next month on the altered personnel policy
- Library CE updates
 - Maria's degree is finished. PA certification is in process. She should receive her official public librarian certification by September.

- Budget Updates

- Audit is in place.
- We have another CD that will mature in September at BB&T Bank which can be moved to the Ephrata account. This amount will be over 10 grand.

Treasurer's report

- The board gave consent via email to transfer the CD from BB&T to Ephrata.
- Motion to move the next maturing CD made by Knicki, Lisa seconds. Passed with unanimous consent.

Old Business

- Strategic Planning: Report on survey results and next steps
 - The surveys were collected, and Anna worked to condense the data for us.
 - We reviewed the details during our meeting, and found some great feedback. Most of the projects mentioned are ones we already have in the works.
- Discuss core brand worksheet

- We reviewed the worksheet, and will take time to individually note our ideas to share during our next meeting.
- Children's garden status
 - We clarified the target audience for space, the board is in agreement that the space will be a multifunctional space with a focus on children's programming.
 - There might be more projects down the road to fit adult needs.
 - A motion to support this made by Anna, seconded by Lauren. The motion passed with unanimous consent.
- The Board gave unanimous consent to pursue the restroom change with the library via email since our meeting in June.
- Recruiting new members is a priority

New Business

- Fall Book Sale
 - We are looking for the month of October
 - Our plan is for an outside book sale. 2 days (friday and saturday)
 - October 8-9th is on hold, we are making sure this date will work.
- Working with Systems and District to create an accessible garden
- The Reading Museum set up a story walk.
- Working on a stuffed animals night in the library.

Next Meeting: September 27, 2021 in person at the library!

Meeting closed at 7:35

Close

Library Mission statement:

The Village Library provides resources, services, programs, and technology to enrich lives, build community, and foster success. Our goal is to help people live informed, productive lives, and empower them to contribute effectively to their communities.