

Library Board of Trustees April 26, 2021

Call to order

The regular (virtual) meeting of the Village Library Board of Trustees was called to order at 6:01 PM on Monday, April 26, 2021 by Lisa Betz.

Present

Lisa Betz, Maria Long, Lauren Nappi, Knicki Knickerbocker, Shannon Welch

Acceptance of last meeting's minutes

The Minutes of March were approved.

- Motion made by Kicki Knickerbocker and seconded by Shannon Welch. The motion passed with unanimous consent.

Correspondence

Director's Report

- Library Operations
 - Library circulation has increased significantly especially in adult circulation.
 - Wi-Fi and internet usage has increased
 - Patron foot traffic was the highest we seen since 2021 started
 - Vote needed on purchase approval for proper data security backup for personal computers. Cyber threats are rampant in libraries since Covid-19 with employees working from home and more access to online resources.
 - Insurance recently added clause of no coverage if computers are damaged due to cyber threats.
 - Total system would cost between 500-700 dollars. Jeff will install and maintain.
 - This would be a once and done purchase, Jeff will handle all repairs and any future expenses down the road.
 - Eventual goal is all libraries will have this data backup. Right now, only 6 libraries in the county are protected.
 - We need to vote to move forward on this equipment. Motion made by Lauren Nappi and seconded by Shannon Welch. The motion passed with unanimous consent.
- Library CE updates
 - Maria Long and Lauren Nappi are attending Joan Garry's workshop on June 2 from 7-8. Maria was given the book to look over and will pass onto to Lauren.
 - If any board members have questions about CE credits please email Stephanie.
 - Staff are in good shape with CE.

- Maria Long attended a grant research seminar hosted by the Reading Public Library.
- Budget Updates
 - Maria Long recently met with Amy Resh to vote on and give input about how to basis the 2022/2023 funding formula. Too many unknown factors to base next year's budget on 2021 (especially with hours now expanding and other changes there would not be a fair assessment of a clear run of 2021). Maria Long voted to base funds off of 2019's stats.
 - Questions about funding formula there is a video available on the HQ that I can share with the board or you can direct questions to Amy Resh.
 - The Board is interested in voting to move forward to remove fines from patrons. Being generous and understanding is very important for our community during this Pandemic.
 - Motion made to remove the fines and go "fine free" for the next year (and to join the study by the Reading Public Library) by Lisa Betz and seconded by Lauren Nappi. The motion passed with unanimous consent.
 - We will revisit this within a year to see if the board wants to make this permanent.
 - Alison Trautmann is looking for a space to provide a Job Lab in Morgantown. She needs space for 6 or so computers. Board members will be brainstorming ideas for a space.
 - We received 2nd quarter funds from Caernarvon Township last week.
- Treasurer's Report
 - We reviewed March's report, which was sent out to trustees prior to the meeting.
 - The staff have worked very hard during these times and Maria Long feels certain wages are in need of an increase.
 - This does not need to be voted on this month, but Maria Long would like a decision by June 1st. This would go into effect on July 2, 2021.
 - We received our 2nd quarter funds from Caernarvon Township
- Old Business
 - Strategic Planning: Review progress and discuss next steps.
 - Lauren Nappi and Anna Carter have been working on finding a program to virtually collect surveys. However, due to the number of questions and amount of people we need to collect from, all of the options come with a fee.
 - We are going to move forward with paper copies and see how many people we receive responses from. We can also place the PDF on the website, and share through our social media channels.

- If that does not create enough response, we can always move forward to using a small subscription service like Survey monkey down the road.
- June book sale: review and discuss next steps
 - Friday and Saturday Event
 - Tent will be delivered and set up Thursday evening
 - Carol suggested that if it is raining, we use the bookshed as a children's book corner.
 - Carol was going to check with a few local businesses about opening a booth at the booksale. This would make it possible to offer food.
 - Lauren Nappi and Lisa Betz are going to discuss painting the sandwich boards, and getting those set up.
 - Maria Long is going to speak with the two local papers, to post information about the event.
- New Business
 - Vote on policy change to go fine free for overdue books like RPL.
 - This was discussed earlier in the meeting
 - Discuss book nook issues and sales tax laws
 - At some point we need to make a decision as to how this program moves forward.
 - Tabled for now
 - Wage Increases
 - As the state is looking to raise wages, we need to work to raise wages to meet what the staff deserves for all of their work.
 - We can vote on this at the next meeting to hit Maria's deadline.
 - Review of Bylaws and BCPL Uniform Requirements
 - Lisa Betz presented the Bylaws as a review for the board
 - Ideas for grant requests to Iron Mountain
 - Anna had sent information to the board explaining that her company is always looking for projects to provide grants to.
 - The board can brainstorm ideas, and provide the information to Lisa to submit

Meeting closed by Lisa Betz at 7:23 PM

Next Meeting: May 24, 2021

Notes Submitted by Lauren Nappi

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.