



**MIFFLIN COMMUNITY LIBRARY
BOARD OF DIRECTORS' MEETING
August 26, 2020**

Megan Huesgen, Board President, called the meeting to order at 7:05 PM.

Voting Trustees present: Carey Babczak; Karen Cook; Marilyn Eaken; Allison Kalbach; Alex McCarty; Brandon Seidel; Colleen Stamm; LaTasha Thomas

Voting Trustees absent: None

Non-voting members present: None

Staff present: Natasha Donaldson

Friends of MCL Liaison present: None

Carey Babczak moved to approve the consent agenda items and Colleen Stamm seconded the motion. The motion carried to unanimously approve the following items:

- Minutes of the June 24, 2020 Board Meeting
- Library Director's Report
- Friends of the Mifflin Community Library Report
- Berks County Library Systems Report

Treasurer's Report:

- The balance sheet and the profit and loss statements were reviewed. Carey Babczak reported that year over year to date, the library's cash position remains strong. She also noted that as a result of the library being closed to in-person patrons, there has been a loss of income but this is offset by the fact that operating costs are down.
- Carey Babczak shared that the library audit and the 2019 tax return are complete.

New Business:

- Natasha Donaldson shared the Berks County Public Libraries Uniform Requirements and Responsibilities for System Members Evaluation. She also reported that the Berks County Public Libraries 2021 Funding Formula has been approved.
- Natasha Donaldson presented a plan for the 2020 Annual Appeal, which includes community engagement and municipal engagement components. A brochure outlining the library's services and donation opportunities will be mailed to previous donors and all library patrons. In addition, the appeal will feature videos of activities from this year and patron remarks that will be posted on Facebook and YouTube. There will also be special fund drive posts on social media and specific digital emails. In addition, a new Library Champions program that rewards donors for specific levels of financial support will be introduced. Natasha also has reached out to each municipality to determine their meeting formats so the Board presentations can be planned.
- Marilyn Eaken moved to accept the 2020 Annual Appeal multi-faceted digital media and mailing plan including a cost of \$975 plus postage for printing and mailing through Reick's Printing. Karen Cook seconded the motion, which passed unanimously.

Ongoing Business:

- Natasha Donaldson reported that the Summer Reading Program ended on August 15th. Although the number of participants was lower than last year, the program was a success in light of Covid-19 issues.
- The library is planning a gradual reopening starting the week of September 7th. The library will be open to patrons on Mondays and Thursdays from 10 AM until 2 PM. Six computer stations will be available and up to twenty patrons will be allowed in the library at one time.

The meeting adjourned at 8:19 pm.

The next meeting will be held virtually on September 23, 2020 at 7 PM.

Respectfully Submitted,
Marilyn Eaken
Secretary