

## Library Board of Trustees May 24, 2021

### Call to order

The regular (virtual) meeting of the Village Library Board of Trustees was called to order at 6:02pm on Monday, May 24, 2021 by Lisa Betz.

### Present

Lisa Betz, Maria Long, Lauren Nappi, Knicki Knickerbocker, Shannon Welch, Judy Swartz , Anna Carter

### Acceptance of last meeting's minutes

The Minutes of April were approved.

- Motion made by Shannon Welch and seconded by Lisa Betz. The motion passed with unanimous consent.

### Correspondence

### Director's report

- Library Operations
  - The library continues to see an increase in foot traffic and circulation since increasing library hours.
  - The County stated that we can still function under waiver, meaning that we can continue to set our own hours.
  - The Library will be closed Memorial Day Weekend, Fourth of July Weekend, and Labor Day Weekend. All staff had prior engagements before the changing of hours regarding those weekends.
  - Mask Mandate and Social Distancing Protocol still in place at all Libraries in the County.
  - Friends of the Berks County Library System is accepting Book Donations at the Berkshire Mall. Libraries can donate excess books. Libraries must call ahead to make arrangements.
  - Jeff Installed the Data backup this past weekend. The cost of the Data ended up being less than anticipated.
  - The library is gaining interest with volunteers to maintain the garden. Maria Long told them that we are looking into a grant for mulching etc and that she would get back to them after a decision has been made. Wendy volunteered to do weeding, especially with the booksale coming up.
- Library CE updates
  - Maria Long attended a 2 hour seminar this past week which is a 3 part series first part one was entitled: White Supremacy Culture and Characteristics. There will be two more in the next two months to complete the series.

- Maria completed 30 credits in her studies at Clarion. This allowed her to participate in Clarion's May Commencement which was on May 8. She will be formally finished in July.
- Maria will begin her Field study on May 20, in Wyomissing, which will be 15 hours per week or more.
- Email sent on June 26th, we received a grant to categorize glasses to help those who are color blind. They are planning on the event happening at 2 pm that day.

#### Treasurer's report

- No news at this point.
- The format has changed for the reports. Judy is trying to provide more of a breakdown within each category. The number expands to show what was spent.
- Judy reconciled the Ephrata checking and savings account, and it is all in the system now.
- She is currently working on the CDs, and the interest for those.
- The 2021 budget is based on the non-Covid budget which was approved for the year.
- Judy will be working to reconcile the BB&T account next.
- We will be in a good place for the audit.

#### Old Business

- Strategic Planning: Review progress and discuss next steps.
  - Anna has the questions we worked to create within Survey Monkey. Lauren will copy these off the system, and get them to Maria for distribution.
  - Lisa would like to work to set up personas for who our customers are, what their needs are, and how we can meet those needs.
- June book sale: review and discuss plans
  - Hour by hour volunteer designation
- Vote on proposed wage increase for staff as proposed by Maria
  - Motion made by Shannon Welch and seconded by Lauren Nappi. The motion passed with unanimous consent.
  - The increase will be effective July 5th
- Ideas for grant requests to Iron Mountain. Review and discuss.
  - The Library Garden was proposed by Lauren Nappi
  - Simple benches, mulch, proposed amount for around \$1,000.
  - Iron Mountain might be willing to provide a few hours of help
  - We are going to discuss a plan and move forward by the end of June.
- Drop Boxes need to be Repaired
  - Knicki reached out to the school, and has not heard back.
  - There was a interest in connecting with a student to fix the box as a project
  - Knicki will try to reach out in August, to set up an intern with the school/library.

## New Business

- Vote on changes to Treasurer description in Bylaws
  - Motion made by Anna Carter and seconded by Lauren Nappi. The motion passed with unanimous consent.
- Audit Status
  - This was reported by Judy above
- Recap of Systems meeting (catalog policy revisions)
  - Lisa Betz went to the meeting on Wednesday.
  - They have decided to redo their catalog policy. We send everything to systems, and they do this for us. So this does not affect anything for us.
  - The Board Member Training is available on their website
- June 26 BCPL library event 2- 3PM
- The conscious child book discussion kits
  - Good resources are coming through to the library to be more accepting and understanding. This was being shared with Pam.
- Book Bonanza at the Berkshire Mall -July 8-11
  - Currently accepting face to face donations.
  - Looking for volunteers to help with this (3 hour slots)
  - Lisa will send out the email, in case anyone is available to sign up for a slot.

The regular (virtual) meeting of the Village Library Board of Trustees was called to close at 7:04pm on Monday, May 24, 2021 by Lisa Betz.

Next Meeting: June 28, 2021

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.