

## Robeson Community Library Board Meeting Minutes

February 10, 2022 (Zoom)

Board President Mindy Cohen called the meeting to order on Thursday, February 10, 2022 at 7:04 pm. Kennon Rice, Leah Ruth (acting library director), Jena Sweigart, Carol Werkheiser, and Laura Yazemboski were present. Alyssa Bushkie and Wendy Beard were absent with prior notice.

A motion to accept the minutes from the January 13, 2022 meeting was made by Jena, then seconded by Kennon.

Leah, the acting director, reviewed some of the library statistics. A change needs to be made to the Library Director's report: the people count is 1100 for January 2022 instead of December 2021. She raised a question about the date of the mailed Spring 2022 fundraiser. The appeal will be mailed to patrons approximately March 30. The idea of including the specifically tracked statistics used for allocation of funds (computer use, check outs, etc.) in the appeal letter was offered.

Leah is considering applying for grant money from the American Rescue Plan for Berks. Several ideas were proposed: collaborating with businesses or nonprofits, VOICES, a story walk (summer reading program or spring event, possibly in a butterfly garden or at Furnace Creek), and a handicap access entrance. Leah will complete the entry for the entrance and seek the borough's approval. Because of the nature of the grant, Leah will ask if the entrance application could be entered under the borough's name; the story walk grant application could then be entered under the library's name.

A motion to accept the library director's minutes was made by Laura, and the motion was seconded by Carol.

Mindy has sent a note to Heidelberg township concerning the unpaid monetary support for 2021. Leah (later in the meeting) noted that the township minutes noted in 9/2020 that they would put aside \$2000 for the Robeson Community Library. Laura will also ask Lori Brown, former Robeson Community Library Board President, now on the Heidelberg Township Board, for suggestions about seeking the funding.

Laura will add a calendar to the Library's Google Drive so borough and township meetings as well as other events can be added. The calendar will allow the board to schedule visits to these meetings in advance.

In reference to an email about insurance sent by Wendy, Jena suggested that computer liability coverage may be carried by the county. The library supplies the hardware. The understanding is the insurance is to cover damage caused by a patron who hacks into the library's computer or uses the computer for nefarious activities. The library does have personal information about patrons, and potentially can be liable for providing identity care to affected patrons.

The Board discussed covering the library staff with volunteer income liability coverage (\$300 / year). The insurance would cover income loss in cases of a patron striking a volunteer.

Brenda (bookkeeper) is still working with Jeanine (newly hired bookkeeper), who needs QuickBooks software to be purchased by the library. Laura will send Jeanine a Zoom link to the March 2022 Board meeting after getting her email address.

Meeting in person for the April or May Board meeting will be considered.

Kennon reported his findings about the Robeson Easter Egg Hunt. The Robeson Community Association runs the event, and Robeson Mayor Randy Gartner is in the organization; he has emceed the event in the past. However, since Abby Wertz, who is moving, organized the event, the organization is becoming inactive and is not hosting the egg hunt.

A motion to accept the January financial reports was made by Jena, and Carol seconded the vote.

Re-typing the abuse prevention policy was discussed. There was concern that this policy is a legal document that should not be altered, so the document will remain as is. Changing the child molestation policy limit from one million dollars was discussed.

Jena will check on the Wernersville Memorial Day parade. Our entry in the parade may tie into the summer theme. A trailer would be needed if the library enters a float. The library needs to respond to [wernersvillememorialdayparade@gmail.com](mailto:wernersvillememorialdayparade@gmail.com) by 4/3/2022.

There have been no hits in February on any outlet for the director position. An interviewed aide accepted a position, but has not filled out the paperwork.

The library is currently open 39 hours per week, and Leah is working to eventually have the library open the required 45 hours per week. It was questioned whether the arrival of a director would cause the library to be overstaffed, but Leah said that would not be the case.

An interview will be scheduled on Thursday, February 17 at 6:00 for the aide position.

Carol reported that there was no news from the borough. The Parks and Recreation summer events may offer the potential for collaboration with the library.

President Mindy Cohen asked for final comments or questions, then adjourned the meeting at 8:13pm.

Upcoming Meeting: Thursday, March 10, 2022 (Zoom)

(Respectfully submitted by Laura Yazemboski on 2/26/2022)

Revised 4/17/2022