



**MIFFLIN COMMUNITY LIBRARY
BOARD OF DIRECTORS' MEETING
June 24, 2020**

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

Voting Trustees present: Carey Babczak; Karen Cook; Megan Huesgen; Allison Kalbach; Brandon Seidel; Colleen Stamm; LaTasha Thomas

Voting Trustees absent: Patricia Shermot

Non-voting members present: Alex McCarty

Staff present: Natasha Donaldson and Andrea Hunter

Friends of MCL Liaison present: Carolyn Royer

Karen Cook 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 May 27, 2020 Board Meeting
- Library Director's Report

Friends of MCL Report:

- Carolyn Royer reported that a donation button has been added to their website. For a \$25 donation, donors will receive a tote bag that can be picked up at the library during curbside pick-up. So far, the Friends have received 10-\$25 donations.
- The next Friends meeting will be held in July at the Shillington park.
- The Friends are tentatively planning to host a book sale in November.

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 is strong. The library is very fortunate to have the cash reserves from past fundraisers. In addition, the library received a generous estate gift in the Spring.
- Carey Babczak said that budgeting for 2021 is going to be a challenge.

New Business:

- Andrea Hunter reported that all the Summer Reading 2020 programming will be virtual this summer. This program was launched on June 22. There will special online programs provided by Yocum Institute and Snapology. Additionally, there will be a Spanish storytime and a Mom support group led by a local doula. The library will be using READSquared to facilitate this year's online summer reading program for children 0-18 years old. The theme for the program will be Windows and Mirrors. The library staff came with this unique theme. As of yesterday, the library had 45 children registered for the program.
 - Megan Huesgen suggested that Andrea reach out to Cumru Elementary School, who is providing free lunch pick-up for children, to advertise all the things that are happening at the library this summer.

- Natasha Donaldson discussed MCL Pay Online, the new online payment service for patrons to pay for fines/fees, copies, or make a donation. All the credit card processing is done using the library's PayPal account.
- Trish Shermott has moved and is unable to serve on the library's Board of Trustees. Carey Babczak made a MOTION to recommend Alex McCarty to fill this vacancy, and Karen Cook seconded this motion. The motion carried unanimously.

Ongoing Business:

- Natasha Donaldson explained the process for the library's curbside pick-up. Natasha reported that things are going well, and patrons and staff are adjusting to this new way of library service.
- Natasha Donaldson gave an update on the progress of the library's Payroll Protection Program loan through Fulton Bank. With this loan, the library received the funding to pay the staff their full compensation until June 30.
- Carey Babczak reported that she spoke with the library's bookkeeper and accountant about the possibility of adjusting the library's 2020 budget. After careful consideration, Carey recommended that the library maintain our 2020 budget and work knowledgeably with the funds the library has.
 - Natasha Donaldson asked for permission to purchase digital materials for the library, which was not in the 2020 budget. Carey Babczak approved the creation of a new account in QuickBooks for digital materials, and told Natasha to contact Diane Renninger to create this new account.
 - Carolyn Royer announced that the Friends of MCL will be giving the library \$8,500 as budgeted.

Carey Babczak moved to adjourn the meeting at 8:20 pm. Allison Kalbach seconded the motion, which passed unanimously.

The next meeting will be held virtually on August 26, 2020 at 7 PM.

Respectfully Submitted,

Colleen Stamm