

Schuylkill Valley Community Library

Board of Directors Meeting (virtual)

January 13, 2021

Present: Christie Brown, Erica Burch, Stephanie Jacobs, Solomon Lausch, Patrick Manwiller, Kai Miller, Kelly Ruth, Roger Schmidt, Stephanie Schreiber, Sharon Wilson, Mary Kunkle (Friends representative).

Absent: none

1. Call to order at 7:02pm.
2. Secretary's Report- December meeting minutes were approved.
3. Treasurer's Report
 - a. PPP loan has officially become a grant. Will keep the PPP designated bank account open at this time and will look into the details involved with applying for the upcoming second PPP loan.
 - b. Sharon reported that \$400 has been received from Centerport. This money will be reflected in the 2020 state report.
 - c. Mail fund donations appear to be in line compared with previous years.
4. Trustees Reports
 - a. Kai reported on an opportunity to apply for a grant which involves hosting a community conversation at the library. Christie and she discussed a conversation focusing on diversity and inclusion in partnership with other community groups. Erica suggested having all board members review the grant criteria and a synopsis of Kai/Christie's ideas.
5. Librarian's Report
 - a. Program statistics listed include "make and take craft kits" for children/teens/adults.
 - b. E-card pilot program is in progress. Cards were created and will be distributed by school librarians.
 - c. Library is currently doing curbside services only due to the number of community COVID cases as well as staffing issues.
 - d. "Toward Gigabit Libraries in PA" funding will provide and install 2 NAS servers, 2-3 external hard drives and a new network switch for the library in order to provide technology upgrades for our facility.
 - e. Karen Bailey sent a letter of appreciation for the support she has received from the library and board members during this time.
6. Reports
 - a. SVCL Friends
 - i. Mary Kunkle reported that the Friends will be focusing on planning for the upcoming golf tournament.
 - b. Buildings and Grounds- Erica will replace a damaged screen.
 - c. Policy Review
 - i. The Interlibrary Loan Policy was reviewed with minimal revisions and approved.
 - d. County Library System- Nothing to report.
 - e. Director Review Committee- Nothing to report.
 - f. Development Committee

- i. Recent donations received included \$500 from Ashley Furniture and \$5000 from the Central Berks Lions Club.
 - ii. Outreach to local businesses and prior donors will begin in February. Fundraising events will be planned for the spring and summer. More details to follow.
- 7. Keystone Grant
 - a. Christie is in the process of getting a design architect to assist with the bid specifications that need to be submitted by the end of February.
 - b. Christie reported that the value of donated materials and services can count towards the libraries grant match amount.
 - c. Erica will attend all Leesport Borough meetings as the library's representative.
- 8. Strategic Plan Review
 - a. Christie reviewed how the library has achieved or is continuing to address all 5 goals listed on the Strategic Plan document.
- 9. BCPL Membership Agreement
 - a. Two concerns regarding this agreement were discussed.
 - i. If the member library is not meeting requirements of the plan then \$2000 of the county and state aid will be withheld for each deficiency.
 - 1. Christie was informed that a revised version of the agreement will be sent specifying it will be for state standards only.
 - ii. The system board may direct that funds must be spent for a particular purpose.
 - 1. Christie reported that this statement only pertains to libraries that don't meet the state standards.
 - 2. Christie does not see a concern with our library meeting the state standards.
 - b. Vote will be withheld at this time until more information is obtained and the revised document is received.
- 10. Next meeting will be on February 10, 2021 at 7:00pm.
- 11. Meeting adjourned at 8:24pm.