

Schuylkill Valley Community Library

Board of Directors Meeting Minutes

March 11, 2020

Minutes Added on 3/15/20

Present: Solomon Lausch, Helen Flynn, Roger Schmidt, Erica Burch, Kelly Ruth, Patrick Manwiller, Kai Miller, Christie Brown, Sharon Wilson

Absent: Stephanie Jacobs, Kathy Gerber-Fegley

1. Call to order at 7:04pm

2. Secretary's Report: February minutes approved as submitted.

3. Treasurer's Report:

- a. Sharon reported an unexpected bank fee of \$10 for having a balance less than \$2500 in the interest bearing account from Vist bank. Sharon had the bank waive the fee.
- b. Board discussed designating a controller. Undecided at this time. Will need further discussion.

4. Trustee Reports:

- a. Golf Tournament updates
 - i. Patrick received a \$500 donation from the Leesport Farmer's Market for the golf tournament. This amount includes the registration for 4 golfers.
 - ii. Further donations include sleeves of golf balls from Cross Keys Insurance and bottled water from Redners.
 - iii. Helen complimented Patrick on the golf tournament website.
- b. Patrick, Sol, Kai and Christie to attend a trustee orientation program.
- c. Erica requested an update regarding the previous topic of the library's cleaning services. Christie to follow up.

5. Librarian's Report:

- a. Computer use is down. Suspect this is due to the tax prep personnel no longer using the library computers.
- b. Home school program will now be 2 times per week due to high interest.
- c. Director's forum next week will include discussion regarding COVID-19/Emergency planning and disaster planning.
- d. Motion made and approved for the SVCL to follow the Schuylkill Valley School Districts potential upcoming closure due to COVID-19.
- e. Local realtor to sponsor an upcoming DIY night.

6. Reports

- a. **Building and Grounds:** nothing to report
- b. **Policy Review:** Motion made and approved to accept the revision for the SVCL Reporting of Abuse Policy.
- c. **County Library System:**
 - i. All staff will attend a census training so they can aid patrons in completion of the census.
 - ii. Library will be closed 3/27 for this staff development.

7. **Asphalt Issues:** Edge of the asphalt is crumbling. Discussion continued regarding solutions. Sol and Roger will meet with the farmer (who owns the bordering land) due to the proximity to his field and options for solutions.
8. **Proposed Library Addition:**
 - a. Erica to inquire at the bank regarding a document that states the library has half the funds/line of credit towards this project for submission to the grant.
 - b. New roof will be added to the grant.
 - c. Working on receiving letters of support. Helen to write a letter as a board member.
 - d. Grant submission must be post marked by 4/10.
9. **SVCL Friends:**
 - a. Next meeting 3/17 at 7pm
 - b. Sandwich Sale delivery dates are 3/14 and 3/15.
 - c. Spring book sale set up is 4/16 at 6:30. Sale is 4/17-4/18. Volunteers requested and sign-up sheet circulated.
 - d. Golf Tournament is 4/26.
10. **Other:** Thank you letter to be sent to Kelly's boyfriend for all of his volunteer work.
11. **Next Meeting is 4/8 at 7 pm.**
12. **Adjournment at 8:15pm.**

Addendum: Added on 3/15/2020

Erica Burch made a motion that was seconded by Solomon Lausch, requesting a line of credit from Thompkins-Vist Bank in the amount of \$75,000 to be used for the library's financial obligation as set forth in the application for the 2020 Pennsylvania Keystone Grant. This vote was conducted on 3/15/2020 via email. This motion was unanimously passed/approved with a vote of 9/9 board members in favor.