

Schuylkill Valley Community Library

Board of Directors Meeting (virtual)

October 14, 2020

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

Absent: None

1. Call to order at 7:03pm.
2. Secretary's report- September meeting minutes were approved.
3. Treasurer's report
 - a. Stephanie noted that the library is tracking higher than last year with salaries but still under budget. Tracking lower in expenses as compared to last year.
 - b. Christie reported that it appears that she will be able to include the Hoopla expenses under the materials cost this year.
4. Trustees reports- nothing to report
5. Librarian's report
 - a. A few programs were completed outside of the library following social distancing guidelines.
 - b. Christie is awaiting student information from the SVMS in order to move forward with an ecard pilot. This program would provide SVMS student's (from a selected grade level) library cards in order to increase their access to e-content since physical access is limited due to the pandemic.
 - c. Christie and Stephanie conducted a meeting with a Sora representative, school and public library attendees, and a BCIU representative to discuss an opportunity to provide K-12 grade students increased access to e-content. The BCPL was not receptive. Sol to discuss further with Stephanie.
 - d. Christie received a grant that allowed an access point to be installed free of charge on the exterior of the library through the Information Technology Disaster Resource Center. This will allow the library to provide better Wi-Fi to our community outside the building for use at any time.
 - e. After discussion, it was decided that the library will close on Thursday, October 15th due to concerns that an employee had a COVID exposure. The employee in question will be paid for her missed work day. She will be encouraged to get COVID tested.
6. Reports
 - a. Buildings and Grounds- nothing to report
 - b. Policy Review
 - i. Telework policy was presented and approved.
 - c. County Library System
 - i. Erica suggested that Christie draft a letter regarding the Sora app program.
 - d. SVCL Friends
 - i. Karen Bailey reported the success of the Friends recent fundraisers including the booksale (\$2000 profit), apple dumpling sale (\$300 profit), and the sandwich sale (\$920 profit).

- ii. Current and upcoming fundraisers include a gift card sale until the end of October, an additional sandwich sale on November 7 and 8, and a possible online basket raffle.
 - iii. 2 new Friends joined recently.
 - iv. Friends have a Facebook page.
 - e. Budget Committee
 - i. Will build a budget based on the assumption that the library will continue to receive all its funding.
 - f. Nominating Committee
 - i. Will present their nominees to the board at the November meeting for a vote.
 - g. Director Review Committee
 - i. In the process of creating a template for the director's annual review.
 - ii. Christie is in the process of creating goals.
 - iii. Will present the finalized version to the board at the November meeting.
- 7. Municipal Visits
 - a. Sol to attend the Centre Township meeting in person on October 27th.
 - b. All other municipality meetings have been attended.
- 8. Board Resolutions
 - a. The board has accepted the two resolutions presented pending the correction of Kathy Gerber-Fegely's name.
- 9. Other
 - a. Mail Fund Drive to be sent out soon. Using the same company as last year.
 - b. A resolution was unanimously approved for a waiver for the state regarding our collection (we spent less than 12% of our total budget on the collection), staffing (we do not meet the criteria for 4.2 full-time staff members), and operating hours (our library does not meet the criteria for being open for 45 hours a week and 7 hours on the weekend).
 - c. Kai, Patrick and Stephanie to attend a virtual orientation for trustees.
- 10. Next meeting is on November 11, 2020 at 7:00pm.
- 11. Meeting adjourned at 8:25pm.