

SINKING SPRING PUBLIC LIBRARY MINUTES

May 15, 2023

A regularly scheduled meeting of the Board of Trustees of the Sinking Spring Public Library (SSPL) was held on May 15, 2023. Meeting was called to order at 7:07pm

Board Members Present: Tracy Peterson, Jenny Allbee, Lisa Domeshek, Ben Robitzer, Lawrence Ross

Library Staff Present: Wenonah Riegel

Public: Carmella O'Toole

SSPL Friends: None

FRIENDS OF SSPL REPORT

- The group met at the local Dairy Queen after being notified multiple times that May 10th was not a good meeting date for the library/borough
- There has been no response regarding meeting with the library board
- Christine attended the Friends meeting at my request
- Friends group promised to give the library money for the new club chairs (\$1,748)
- Friends group also promised to give \$500 for adult summer reading prizes
- The Book Page check was never mailed by the former treasurer Stephanie Steffy.
- The Friends said they would cover the unpaid book page amount.
- Friends have decided to have a meeting once a quarter.

REVIEW OF MINUTES

Ms. Peterson made a motion seconded by Mr. Ross to approve the minutes. All voted in approval.

REVIEW OF TREASURERS REPORT

Ms. Domeshek asked that Mrs. Riegel print out a copy or two of the treasurers report before each meeting for board members to pass around.

Ms. Allbee made motion to accept the treasurer's report seconded by Mr. Ross. All voted in approval.

PROGRESS AND SERVICE REPORT OF THE DIRECTOR:

Library Display

- The library is continuing its gardening display as this has been very popular
- New gardening books were purchased this spring to round out the collection
- Mystery and audiobooks are on display in the front foyer window
- Preparations are being made for the summer reading display
- The theme for summer reading is "Read Beyond the Beaton Path"

Museum Passes

- We recently obtained the Brandywine River Museum Pass
- I discovered that the Brandywine pass was free to organizations sending an email requesting a pass
- The current costs all of the organizational passes is \$2,275. A good portion was funded by the Friends group (\$1320), Fabric Mart (\$175), and a private donor (\$375). Only \$405 remains to be sponsored by donations.
- We are still seeking a few donors for the passes.

Programs

- The programs for the year have been scheduled
- There are a few groups that have not gotten back to me, but we can add them as the year progresses
- There is the possibility of having a “Quilt Turning” program with Barbara Garrett who is a well know local quilt historian
- The Schwenkfelder Museum would be interested in doing a program in the library.

Summer Reading Donations

- Crave Café donated a gift certificate for a free lunch
- I hope to work on getting more donations in the next two weeks

Painting and Redecoration

- Painting has once again resumed
- Patron comments are positive!
- We are focusing on painting the back of the library before summer reading begins
- The new club chairs will be delivered on Wednesday!
- The patrons are impressed by the new décor!

Air Conditioning

- Both air conditioners were not working properly
- The technician discovered that the units were very clogged
- The refrigerant had leaked out of both units
- The technician did a thorough cleaning of both units and added refrigerant
- The units should receive yearly maintenance to keep them at optimum performance
- It is recommended that we get a plan for a yearly cleaning and servicing
- The units are currently in good working order

Staff

- We are once again hiring
- The last candidate we were planning to hire stopped responding
- We have a possible candidate she has requested 25-30 hours per week. Ms. Peterson asked if any current employees are asking for more hours? Mrs Riegel mentioned there are so Ms. Peterson asked to reach out to those employees looking for more hours to fill in.

OLD AND UNFINISHED BUSINESS

Mrs. Riegel drafted a letter for the board to send to the Friends requesting the most recent bank statement. Ms. Domeshek mentioned she would be happy to perform the external audit for the Friends.

Motion made by Mr. Ross seconded by Ms. Allbee to send drafted letter to the Friends to provide us with 12 months of statements by June 30. All voted in favor.

NEW BUSINESS

Ms. Peterson explained to Ms O'Toole how the board operates. Ms. O'Toole mentioned she is interested in joining the board. Mr. Ross made the motion to have Ms. O'Toole join the board and seconded by Ms. Domeshek. All voted in favor.

July 21 Community petting zoo will be at the playground

July 28 Library will be showing Top Gun Maverick at the playground starting at dusk.

Mr. Ross mentioned moving the food pantry that is outside due to the heat and that some of the food is expired however Ms. Peterson said people do use it. The woman that handles the food pantry is not involved with the library however the board discussed putting up a sign to say we are not involved with the food pantry and to put up the contact info for the food bank.

LIBRARY SYSTEMS MEETING REPORT

Mr. Robitzer will attend the meeting on Wednesday virtually.

Meeting adjourned at 8:04pm

NEXT MEETING OF SSPL: June 19, 2023

NEXT SYSTEMS MEETING: May 17, 2023