

SINKING SPRING PUBLIC LIBRARY MINUTES
October 16, 2023

A regularly scheduled meeting of the Board of Trustees of the Sinking Spring Public Library (SSPL) was held on October 16, 2023. Meeting was called to order at 7:00pm

Board Members Present: Tracy Peterson, Jenny Allbee, Lawrence Ross, Carmella O'Toole, Lisa Domeshek, Allison Brophy, Ben Robitzer
Library Staff Present: Wenonah Riegel, Andrea Haas, Randi Zaborowski
Public: None
SSPL Friends: None

FRIENDS OF SSPL REPORT

- The Friends gave a check for \$859.03 for a new laptop
- The next book sale will be November 3rd and 4th

REVIEW OF MINUTES

Voted to approve the September minutes

REVIEW OF TREASURERS REPORT

Reviewed treasurers report

PROGRESS AND SERVICE REPORT OF THE DIRECTOR

Reports:

- We are currently working on the URR (Uniform Requirements and Responsibilities) report which is due at the end of the year.

Staff:

- We held a farewell brunch on September 28th for Christine Weida's last day. There was a very nice turnout. She was with the borough for nine years, and she will be missed.

Display:

- This month we have a teen-tober display, and we will also feature ghost stories, Stephen King, and suspense/thrillers. Our non-fiction display will include knitting books.

Reorganization:

- Randi came up with a great plan to move the children's area to the opposite wall in the library. The patron response has been enthusiastic! We are noticing that families seem to be spending more time in the space. Several parents have commented that it is easier to watch their children with the new arrangement.
- Another bonus of the redesign is we now have another area for programming, tutoring, and reading.

Library Store :

- Deb submitted the application for collecting sales tax. It was determined after discussion with the auditors that this has to be submitted by the borough
- We are expecting coffee in early November

Programs:

- Charles Adams will be coming on October 27th at 7:13 p.m. Larry Ross will be sponsoring this program. The Ross family donated a fantastic gift basket for a door prize!
- On November 11th Eileen Colligan will be teaching a penny rug class.
- We are planning to have a robotics club in the library. If we can work the logistics out, the club will be held on Saturdays starting in January.
- December 6th is the holiday open house.
- Scheduling has begun for programs in 2024

Fundraising:

- The library plans to have a DVD sale again this year after the success of last year's sale.
- We will be advertising for donations of DVD's

Kalahari Conference:

- The PaLA Conference was held October 1-4th at the Kalahari Resort in the Poconos.
- The conference was beneficial. Topics included Right to Know and Public Libraries, De-escalation Tips and Techniques, Recruiting and Retaining Diverse Talent, and Sales Tax: What is it and Why Do Libraries and Friends Groups Have to Pay it?

OLD AND UNFINISHED BUSINESS

Ms. Peterson brought up having Mrs. Riegel conduct annual checkups with employees. The board discussed it as being more of a one on one conversation where employees should feel free to share their opinion in a private setting and Mrs. Riegel can share pros and cons of their performance.

Ms. Zaborowski introduced herself to the board and changes that have been made to the library. She would like to have a robotics club at the library.

There will be 9 new parking spaces along the street and 3-4 on the parking lot which should be ready by the Holiday Open House.

Ms. Peterson asked Mrs. Riegel about what to do for the staff for the holiday? She brought up going to a restaurant.

Mrs. Riegel will try and find a list of Friends group active members.

NEW BUSINESS

Mrs. Riegel said we might be down approximately \$3,500 in the next funding formula.

Mrs Riegel said library might need to put in another cooling unit. Ms Domeshek asked to get an estimate together; money may need to come from cash reserves.

Next meeting will be a week early on November 13 due to the holiday.

Mrs. Riegel asked the board to fill out the email on the BCPL awards she had sent out.

LIBRARY SYSTEMS MEETING REPORT

Mr. Robitzer will attend the November 15 meeting.

Meeting adjourned at 8:09pm

NEXT MEETING OF SSPL: November 13, 2023

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