

# Robesonia Community Public Library

## Board of Trustees Meeting Agenda

January 19, 2021

### Call to Order:

Meeting was called to Order by Acting President Mindy Cohen at 7:02pm via Zoom due to the pandemic. Present were Beth Baxter, Wendy Beard, Alyssa Bushkie, Mindy Cohen, Susan Eshleman, Kennon Rice, and Carol Werkheiser.

Absent- none.

**Approval of Minutes:** Kennon Rice made a motion to accept last month's minutes and it was seconded by Wendy Beard. The Board cast a voice vote of approval.

### Treasurer's Report:

Again, a discussion was had about the need to elect a Treasurer and verifying the role of Treasurer. The financial reports from bookkeeper, Brenda Fulop were reviewed. Alyssa Bushkie made a motion to accept the report, Kennon Rice seconded and the Board cast a voice vote of approval.

**Correspondence:** none.

### Librarian's Report:

Library Director, Susan Eshleman reports increased circulation to 1766 items in December. This is up 166 from November. Computer sessions increased by one to 12, WIFI use down from 7 to 5 from last month. Foot traffic was 922 patrons with 1 new juvenile card registration.

Year-end totals were provided and include 24 new memberships, 16,297 items circulated, 258 patrons for program attendance at 16 programs, 329 computer sessions and 140 wireless sessions.

The library is still offering Teen Book Drops, STEM Packs and Craft Packs.

Teen Time and Story Time is still taking place online 1x per week. Susan agrees to look into specific numbers of online attendees.

Furnace Creek Retirement Facility continues to circulate materials with 25 people participating.

Youth Services Director, Leah Ruth, attended a CE, Demystifying Genre.

Susan questioned the affordability of CEs for herself and will check with BCPL for affordable options.

Library Director, Susan had system training with Amy Resh and is getting support from Stephanie Williams adjusting to new position with year-end reports and 2021 projects.

Holiday books were brought up from storage by Sara and Barb and Leah set up the Wishing Tree that has led to 7 items or \$90 of donations. The Board discussed continuing this fundraiser ongoing.

Leah has been checking on the Book Go Round over this month's snow storm and shoveling around it. Maintenance is ongoing with support of board members and books are not being damaged.

The Friends gifted a basket of holiday chocolates.

Works in progress included annual report for booklet, gathering data for annual report and creating plan for CARES Act.

The County's new membership agreement was discussed and Susan will send a copy to Board for review as there is a question about library hours and funding for 2022.

Beth Baxter made a motion to accept the Librarian's Report, Kennon Rice seconded and the Board cast a voice vote of approval.

**Committee Reports:**

**Finance:** The 2021 Budget was finished in December and reported to the County.

**Personnel:** none.

**Public Relations/Programs:** Beth Baxter has volunteered to move forward with the Mystery Bag of Books Sale with the donated used books stored at the library. Bag themes were discussed and a \$5 bag cost was decided.

**Volunteer/Friends of the Library:** none.

**Borough Council Report:** Susan Eshleman will contact the Borough Council about a representative for the Board.

**System Report:** Mindy Cohen will attend upcoming Systems meeting.

**Old Business:**

WIFI is not being turned off currently.

Bookkeeper search is on hold as Brenda Fulop has agreed to stay on for another year.

**New Business:**

Kennon questioned the start of summer programming planning and Susan believes that April/May is when county wide preparations begin.

Mindy will reach out to Laura Yazemboski to talk about restaurant card fundraiser.

Kennon also proposed looking for new Board members and spoke to community member, Cindy Murdough who suggested Phil Hays, retired teacher. Beth will contact about possible interest.

Alyssa offers to work on mailing fundraiser for March and will contact Eileen at the library to get started.

Meeting was adjourned at 8:13pm.

Respectfully submitted,

Beth Baxter

Secretary

**Future Meetings**

February 18, 2021

March 11, 2021

April 8, 2021