

SINKING SPRING PUBLIC LIBRARY MINUTES  
September 19, 2022

A regularly scheduled meeting of the Board of Trustees of the Sinking Spring Public Library (SSPL) was held on September 19, 2022. Meeting was called to order at 7:00pm

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

Library Staff Present: Andrea Haas

Public: None

SSPL Friends: None

**FRIENDS OF SSPL REPORT**

Still looking for someone to take over as president and treasurer

Book sale is October 13 - 16

**REVIEW OF MINUTES**

Mr. Robitzer corrected spelling of Mrs. Riegel's name and it was shown corrected in the meeting reminder email.

Circulation is at the highest its ever been.

**REVIEW OF TREASURERS REPORT**

Reviewed treasurers report

**PROGRESS AND SERVICE REPORT OF THE DIRECTOR**

The Director and Assistant Director are still conducting interviews for the remaining open position. Margaret D'Amico is awaiting the results of the FBI background check and we have a promising candidate we will reach out to him tomorrow with an employment offer.

Two, one hour staff meetings were held in August, one for passport agents and the other for all staff focused on upcoming program updates and general library news.

A staff social was held in the library before Amanda's departure from the staff. It served as both a farewell to her and an appreciation for everyone's hard work during summer reading. It offered much needed stress relief and time for the staff to relax together. As a goodbye to Emilie moving to Harrisburg, the staff gathered for dinner at Coastal Grille.

The staff took on a major weeding project which we are about to wrap up. Curating the library's collection keeps it fresh and up to date with relevant and correct information as well as stocked with popular items wanted by our patrons.

Reorganizing the library has been ongoing. Collections are being shifted to different shelving areas, a seating area has returned to the area in front of the circulation desk, and

the catalog computer has shifted closer to the main desk area. There will be some more shifting as we continue to revitalize the library seating and computer area.

Sherwin Williams approved our request for paint and will be donating it to the library at no cost. Wenonah will soon begin the painting project to energize and freshen up the library even more.

Andrea and Wenonah are starting to gather information for the 2022 URRs (Uniform Requirement and Responsibilities Compliance). Beginning this month will ensure the documents and checklist are submitted to Berks County Library Headquarters ahead of the December and January deadlines. We will need to verify that the Library Board has the required Continuing Education credits for this year. Next month, the 2023 holidays & closings will be ready for review and approval. The checklist will require the board to do reviews of the library policies for possible updates if needed. The Director and Assistant Director will bring the review schedule and policies in need of auditing to the attention of the Library Board at the October or November meetings.

Hearing for disruptive patron has been pushed back not yet sure of date.

Game night for grown ups will be happening again this month.

October 7 at 7pm Charlie Adams will be coming to the library

October 13 at 7pm will be Wine Glass painting

October 19 There will be a pop up book club which will be vampire themed.

#### OLD AND UNFINISHED BUSINESS

The board discussed raising the photo price to \$15 to keep it close to what other places charge. The change would happen on January 1, 2023. Ms. Domeshek made a motion seconded by Ms. Allbee. All voted to approve price change.

#### NEW BUSINESS

Tentative date for holiday open house is December 7.

There was a discussion on having wedding ceremonies at the library. It will be brought up again at the next meeting.

#### LIBRARY SYSTEMS MEETING REPORT

Brandywine trustees voiced concern over funding formula for 2023 relating to their computer usage being down. They had shut down some computers due to the pandemic and would rather BCPL use the 2019 stats. The finance committee saw all libraries had reductions in usage and also said we should see 17% increase in state aid to help out with funding formula. Funding formula was approved.

BCPL System needs a new board member.

Floating collection materials policy approved.

Systems by laws reviewed will be voted on in November meeting.

Went in to an executive session Voted to have commissioners review eliminating overdue fines

Meeting adjourned at 7:37pm

NEXT MEETING OF SSPL: October 17, 2022 online

NEXT SYSTEMS MEETING: November 16, 2022