

Barrett Paradise Friendly Library
Board of Trustees Meeting
Minutes of June 27, 2022
Meeting held in person in Weiler Family Room & via Zoom

In Attendance: Lisa Flanagan, President; Diane Conklin, Vice President; Deb Boyle, Treasurer; Cindy Cook, Secretary. Trustees: Brette Fulton; Richard Leist (via Zoom); Julie Niering; Linda Potter; Julie Wynne. Mary Ann Lewis, Library Director; Erin Morrow, District Consultant Eastern Library District. Absent: Darryl Speicher; Mike Stein.

Lisa Flanagan called meeting to order at 5:33pm.

Minutes of May 23, 2022 reviewed. A correction was made to reflect that Mike Stein's motion did not include wording that \$35,000 be placed in a separate account at ESSA. Deb Boyle made a motion to accept the minutes as amended, Lisa Flanagan second, and all were in favor.

Treasurer's Report- As of May 31 the cash balance at ESSA is \$270,000; about \$70,000 is restricted grant funds. Our total income is \$181,000 which is half of the year's budget, and our expenses are under budget at this time. Net income is \$31,000. We will be spending approximately \$32,000 towards the replacement of the geo-thermal units. Diane Conklin made a motion to file Treasurer's report for audit.

Library Director's Report- 11 volunteers worked at library during the month of May. 3-4 volunteers each week are from Access adult services program. Regular volunteers will return this week. A community member needed to complete 30 hours of service; it was a huge help to the library. April and May active patrons are exactly the same number which Mary Ann verified is correct. A small farewell party was held for Carol and Beth, both employees who have moved out of the area. Beginning next week, the library hours will increase. Wednesdays the library will be open until 8 and Saturdays the library will be open until 5. The internet has been upgraded to a higher speed through the E-rate program and will cost an additional \$8.00 per month.

Circulation stats are within normal fluctuations. Children's numbers are more accurate now due to the some item categories being adjusted. Program stats are showing 190 people attended 8 in-person programs both on site and off site. The take-home activity programs are still very popular.

Building Report- Two replacement geo-thermal units have been installed and everything is working. June water samples have tested positive for coliform and e-coli. A level 2 assessment requires visits by a DEP sanitarian and a certified water operator. According to the DEP we may be required to scope the well and/or install a disinfection system. Karl Weiler is arranging for mulching and weeding. We have contacted Stonecraft to come and look at the sidewalks. Darryl stained the new window frame.

Fundraising- The Friends letters total is \$18,026 for the year. The new letter is partially prepped for mailing. About 2000 letters will be sent. LOL Comedy Night planning is moving along, the committee had one meeting so far. Registration will begin soon. The ticket price is \$95.00 for dinner and show. The committee is currently looking for auction items.

Grants- Searchable History- Public link to archived digital items expected to be up by July 1.

Story Walk Update-The story walk is almost ready to go. Barrett Township maintenance crew will install the posts. Hopefully it will be ready to go by mid-July. A question was asked about how often the story would change. Mary Ann said in the summer it will probably change once a month. Chelsea is working

with PARC to possibly hold a celebration. Hughes Foundation Grant-our full request of \$5000.00 was received and will be used to update our juvenile nonfiction collection. The RD & F Hughes Grant -our full request of over \$19,000 received to replace the public computer tables and chairs. Discussion took place about which type of tables we should purchase. To purchase the wood tables and chairs it would cost between \$27,000 and \$30,000 dollar; we would need to cover a shortfall of \$7,000-\$10,000. The metal tables and chairs cost \$19,000, and the grant would cover the entire cost. Deb Boyle made a motion to purchase the metal tables and chairs at a cost of \$19,000, Julie Niering second, and all were in favor.

New Business- all is going well with the new staff. Chris Grape-Garvey has been hired and will be picking up some administrative duties that Mary Ann has been currently taking care of. She has many years of experience working with non-profit organizations. Jackie Speicher has also started doing book repairs.

Mary Ann stated that it's been challenging since three new hires all started within a very short time but she is pleased how everything is going.

Old Business- Spark resource sharing with the other libraries in the county is going very well. Linda Potter outlined new information about the EV Chargers including:

1. Space
2. Need
3. Other Entities that may offer chargers
4. Library taxation status effects
5. Technology

Discussion took place and the question that came up was does this support the library's mission. It was suggested to look for local government guidance. The Board thanked Linda Potter for all the research she has done. It was decided to table the EV Chargers at this time.

Covid 19 update- gradually easing back to in-person programs on site with pre-registration and limited number of participants. The children's play area has been re-opened but with fewer toys. Cleaning remains very stringent.

Motion to adjourn regular meeting at 7:23 pm made by Diane Conklin, Julie Wynne second.

Deb Boyle made motion to open Executive Session at 7:24 pm to discuss personnel matters. Deb Boyle made motion to adjourn Executive session at 7:30 pm.

Next meeting July 25, 2022.