

G.C. Community Library

Board Minutes

April 11, 2018

- (1) Board Members attending: Amy Gallagher, Vince DiStasi, Stacy Bluedorn, Kelly Hararka, Dan Amon, Lynda Bortz, Heather Leskanic
Director attending: Stacy Hook
Employee Attending: Heather Baker
- (2) Amy called the meeting to order at 8:15 p.m. and opened with prayer. A *closed executive session to discuss a personnel matter preceded the regular meeting.*
- (3) Minutes from the March 21, 2018, meeting were approved. Dan made motion to approve minutes; Vince seconded.
- (4) Treasurer's Report: Stacy B. presented her report, saying there was nothing out of the ordinary occurring in finances. Vince suggested adding a monthly expense report. Finances show total grants and local income at \$34,243.37 from January to March. This included \$4,553.75 from United Way and \$29,689.62 from state income. Total income is shown at \$42,669.72, total expenses at \$52,433.36, and net income in the negative at -\$9,763.64 for this period.
- (5) Library Director's Report (from Stacy H.):
 - Stacy has received a full scholarship to attend the Director's Institute June 6-9 in Harrisburg. (Downside is this is during GC Strawberry Days weekend).
 - We have been awarded the United Way grant in the amount of \$21,500 for the 2018 year 😊
 - Received three quotes for carpet cleaning:
 - Cintas, \$1,676
 - Carpet Tech, \$1,643
 - Clean Wiz, \$1,283.80Library will close early at 1 p.m. on Friday, May 25, so Clean Wiz crew can get started. Library will then be closed for the Memorial Day weekend.

- **Lakeview Area Library's Board of Trustees** sent letter dated April 4. It thanks Grove City board for welcoming reps at the February meeting. They said they enjoyed meeting us and visiting the library and noted we are making a positive impact on the community thru programs and our facility. "We realize that each of us needs to focus on growth in our own libraries at this time," the letter said.

Children's Dept (from Heather Baker)

- It has been very busy in the children's area with regular programming continuing and going strong. Our "special" events also have been a big hit with huge attendance for each. She thanked board members Heather, Kelly and Amy as well as staff for helping with the annual **American Girl Tea Party** on April 6. A total of 64 young ladies and one gentleman attended the event this year. Hosts/hostesses were Amy Gallagher, Kelly Habarka, Heather Leskanic, Mike Kearns, Rep. Ted Nesbit, Dr. Joshua Weaver (assistant superintendent at Grove City School District), and staff members, Wendy, Linda, and Sean. Everyone had a great time and can hardly wait until the next one.
- **Library Easter Lunch with Lulu Bunny** hosted 50 children from ages 3 to the third grade.
- **United Way funding award** - Heather said she is extremely happy about this year's award, which is \$1,959.75 more than last year. She's excited that our new approach and testimonies of our parents and kids helped to achieve this goal. Amy Gallagher and Heather Baker attended the awards luncheon at GCC Alumni Building on Tuesday.
- **Upcoming events** include Vader's Little Princess & Jedi Party on Saturday, April 14, with 10 members of the Vader's 501st attending. Scholastic Book Fair will be April 23 thru 28. Volunteers are needed to help at the checkout.
- **Summer reading** is fast approaching. Our theme this year is "**Libraries Rock,**" which we most certainly do! Signups begin May 29, and the annual movie kickoff will be June 6 at the Guthrie Theatre. We will show the movie "Sing."

- **Strawberry Days** – We will again have a cheesecake booth at the annual event. But this year will be a “Build Your Own Cheesecake” with chocolate, strawberries, caramel, nuts and whipped cream. Cost is \$5 per slice. Volunteers are also needed to help with the booth.
- **Overdues**
 - I have my first “not guilty” hearing on April 23 at the magistrate’s court.
 - We received our first compensation check from the magistrate’s in the amount of \$50.
 - Overdues are going very well on a regular basis.

Technology

- **Evolve** - Wendy says Evolve is a go as the library’s new cataloging system. She did the Web X and Evolve can pull in the AR and Lexile into the OPAC. Evolve also offers more and better options than Apollo. Timeline looks like July/August. Wendy and the Evolve rep will start working to configure Destiny to Evolve. In Sept. \$7,000 will be due for first year and \$4,000 every year after that. We may need to close when we implement the change.
 - **3D printer** - We are working on procedure and policies related to this device. We will have to charge for the ink/filament (this printer is already “old” technology). Overdrive has had a change in patron login and there will be a trial website to go live next week. The plus side is that there are more patrons using this service now than in the past.
- (6) Friends of the Library Report: Info gathered from Linda Fee and Deb Loughry indicated the group has sent out about 120 to 150 fundraising letters. They’ve received and sent out 30 Thank You’s. Linda sends them as she receives donations. They have collected a little over \$2,080 so far. FOL will help man the Scholastic Book Fair this month as well as the Strawberry Days booth in June. They are planning and getting ready for the annual used book sale in August.

(7) Unfinished Business: Nothing to discuss.

(8) New Business: Amy explained we can get liability coverage for board thru a rider program with insurance company. We can be covered under \$1 million. This will cover everything, including treasurer. No extra layer bonding will be necessary. Board voted to proceed with this coverage. Vince made motion with a second from Kelly. Motion carried. Also, Amy said we're looking into a matter involving the library's unemployment insurance. The company has canceled our policy despite a payment being made in November.

(9) Meeting adjourned at 8:39 p.m.

Next meeting is May 9.

Minutes submitted by Heather Leskanic, board secretary, on April 30, 2018.