

## G.C. Community Library

### Board Minutes

June 13, 2018

- (1) Board Members attending: Amy Gallagher, Vince DiStasi, Stacy Bluedorn, Heather Leskanic, Lynda Bortz  
Director attending: Stacy Hook  
Employee Attending: Heather Baker
- (2) Amy called the meeting to order at 7:15 p.m. and opened with prayer.
- (3) Minutes from the April 11 and May 16, 2018, meetings were approved. Stacy B. made motion to approve minutes; Vince seconded.
- (4) Treasurer's Report: Stacy presented her report. It listed total assets at \$1.405 million and net income at \$31,910.11 in the negative for the period of Jan. 1 thru June 13. Total contributions were \$49,911.20 during that same period. Lynda made motion to approve the treasurer's report; Heather Leskanic seconded. Motion carried.
- (5) Library Director's Report (from Stacy):

### **Directors Institute**

- Stacy said the Director's Institute she attended at the beginning of the month focused on leadership development, and she enjoyed the conference and felt she came back with some good ideas.
- She also advised board members that they can register for the July 13 Directors and Trustee boot camp training in Franklin.
- There will be an active shooter training at the library on July 26 for staff and volunteers. The library will be closed for the training.
- The PaLA annual event will be held Oct. 14-17 in Harrisburg. Stacy said she is going to pay her own expenses in order for additional staff members to attend. The library initially allotted \$2,500 for the event. There are currently 6 individuals who wish to attend.

### **Technology**

- Evolve - for training purposes we will need to pay for the Evolve Trainer to fly here from California, pay for their lodging and meals and then fly home. This is an additional charge to buying the product. We have not signed the contract yet. Board members asked whether the training could be done online. This will be checked out.
- We are waiting until July 1 to purchase more hotspots. Tech Soup does not have any more due to the end of the fiscal year.

### **Keystone Grant**

- The grant application is due June 15, and letters of support must be submitted before then. The total cost of the project for new doors and carpeting is \$41,275. Our estimated match is going to be \$20,000 because this is what we have on hand to contribute.
- FIMO Fire Insurance Maps Online is up and running as of June 13! We add this to our genealogy center. This database will provide maps from all over the world in order for our patrons to put a picture with their history. Our Ancestry.com subscription will expire in Aug/Sept. We are going to look into possible changes or adjustments due to high cost (\$15,000) to provide.
- Strawberry Days fund-raiser – Heather Baker organized the Strawberry Days cheesecake booth June 8-10 at the GC Memorial Park. She said total sales over the three days came to \$1,537. The library made \$925.59 in total profit. We charged \$4 per slice this year (last year it was \$3) and made \$3.69 less than last year. There was good weather on Friday and Saturday, but Sunday was a washout this year. It's fun to be out in the community and this is a good fund-raiser for us, she noted.
- Interlibrary loans report – Stacy Hook said from January to today, 167 loan items were sent out. GC had 1,029 items come in. We keep track of what's popular, and the library will purchase an item that receives multiple requests.
- Stacy shared a copy of the current personnel handbook with proposed revisions. No official action was taken at the meeting.

## **Children's Programming**

- Heather Baker said more decorative painting is being planned for the children's area. The castle theme will be carried over to the programming room entrance. A volunteer artist is planning to do the work.
- Signups for summer reading are going great. As of June 11, there were 468 kids from birth to 12<sup>th</sup> grade signed up to read and participate in challenges. There were 275 kids who attended the kickoff movie event June 6 at the YMCA. The Y provided their facility for free following news that the Guthrie Theater was being closed for repairs. At the end of the movie, Heather said our patrons took up a collection to help the Guthrie. A total of almost \$260 was raised.
- The library is having a raffle for tickets to the American Girl Live musical event in Pittsburgh in February. Cost is \$5 per ticket or 6 for \$25. They will be on sale thru December. She is also having the first meeting of her new American Girl Club on June 21.
- There is also a new Middle School Lunch Bunch book club that starts June 18.
- Other activities and events include a Geology Rocks science day, July 9; Decorate a Book Bag, July 10; Pet Rock Workshop, July 11; and a Cookie Bake-Off Contest on July 18. There are also weekly Chess Club, Lego Club and Pokemon Club meetings as well as the Charms Girls Club. The Charms girls will host a bake sale at the library on June 20 to help with expenses related to an upcoming field trip.

## **Adult programming**

- Adult programming coordinator Linda Gerber provided a report to board members saying she has learned GCCL currently has more adult programs than any other library in our area. We have 8 programs that run monthly, and she says she'll be adding at least one more monthly program.

- She is currently working on a new program entitled, “It Was a Book First,” which starts with a group reading a novel and then having a movie night for all who read the book. A discussion of the differences will take place after the movie. The first novel to be featured will be *Into the Wild* by Jon Krakauer.
- She has consulted with staff members in an effort to be as efficient as possible in her duties.
- The 60<sup>th</sup> anniversary banner will grace our entrance for the rest of the year. 😊
- The Masonic Lodge has been secured for this year’s community Halloween Party.

(6) Friends of the Library: No report.

(7) Unfinished Business: Heather Baker reported on her overdues/magistrate progress – so far she has had two hearings and both were found guilty. Checks are now starting to come in from those patrons who were found guilty. About \$300 was collected in May and June.

(8) New Business: Amy announced that board members are invited to the library’s 60<sup>th</sup> anniversary celebration on Saturday, July 21, at the library. It will be a 50s style Sock Hop with music, food, games, and contests. Local government officials are expected to be on hand to issue a proclamation. Heather Baker said there will also be four to five classic cars parked out front. These car owners are donating their time for the event. FOL is giving the library at least \$200 to help with hosting event. Also, at the end of the meeting, Amy advised that the library staff’s focus needs to be on our purpose/mission and not worrying about finances. She said the library’s finances are primarily the board’s concern, not the staff’s. Let’s keep working toward creating a positive environment for employees and patrons, she said.

(6) Meeting adjourned at 8:27 p.m.

Minutes submitted by Heather Lesknic, board secretary, on June 25, 2018.

