

G.C. Community Library

Board Minutes

December 11, 2019

- (1) Board Members attending: Erin Pisano, Heather Leskanic, Kelly Habarka, Lynda Bortz, Liz Kingsley, Mauri Smith, Renee Coyne
Director attending: Amy Gallagher
Employee Attending: Heather Baker
- (2) Erin called the meeting to order at 6:08 p.m. and opened with prayer.
- (3) Minutes from the November meeting were approved. Mauri made motion to approve minutes; Kelly seconded. Motion carried.
- (4) Treasurer's Report: Amy provided information on treasurer Stacy Bluedorn's absence. She said the trouble with Quikbooks is continuing; Stacy is trying to get it sorted out. Documents related to the proposed 2020 library budget should be available by the January meeting if not before.
- (5) Library Director's Report (from Amy):
 - New computers. It was announced that Grove City College - as a result of GCCL board vice president Vince DiStasi's efforts – will be donating 12 computers to the library. 😊 "That will be a huge help," said Erin. A number of staff and patron computers have been extremely problematic and need replaced.
 - Carpeting has been installed in the remaining offices; it may be best to have the remainder of the carpet squares installed in the main area of the library as well. Amy said they will get the price quote for what that would cost; it should be available by the January meeting. The current carpet is 10 years old.
 - A goal for the New Year is more community involvement. This could mean cooperative activities with local groups such as Rotary or the Women's Club. Amy said the library should take advantage of those individuals who would enjoy volunteering to make a public presentation on a specific topic, activity or service project.

- Employee handbook and job descriptions (create and/or revise). Employee Scott Amon is typing up policies.

Children's programming (from Heather Baker):

- **Happy Cardigan Day.** Heather said their special event in honor of Fred Rogers (a.k.a. Mister Rogers) went over very well with patrons. Staff provided free refreshments for the occasion, plus visuals to convey the positive life lessons and values Rogers exemplified throughout his lifetime.
- **A Christmas Tea.** Heather said the Charms Girls club had fun attending a Christmas tea at Hartwood Acres.
- **Staff Christmas party.** Staff will have its annual holiday party from 9 a.m. to 5 p.m. Wednesday, Dec. 18. Board members are encouraged to stop in and enjoy some refreshments. Staff members participate in a crazy sock exchange activity in which each individual fills a sock with assorted items. "It's fun," said Heather B.
- **Scholastic Book Fair.** The weeklong sale was held Dec. 2-7 at the library during regular business hours. Heather said the library will benefit from about \$260 worth of free items, however, sales were unusually low. She said she was disappointed with the mix of book titles available for purchase.
- **Winter reading.** A winter reading program for children will be kicking off here at the library. It aims to help prevent a reading "slip" over the school holiday break.

(6) Friends of the Library Report: Renee said she met with local businessman "Mr. Bookman" Ben Wilkinson regarding the group's plan to utilize his services for their annual used book sale(s) in 2020. Renee said she learned more details that were not disclosed in September when Wilkinson gave a presentation to the board. This includes the FOL being required to pay for the bins that will be needed for storage and transportation of the donated books (likely 25 bins to keep at GCCL and 25 for Wilkinson's warehouse). Renee said the price of the bins is not yet known. Also, there is to be a

processing fee as well as a \$10 per hour travel fee to be paid to Wilkinson. Renee noted they have not signed a contract yet. A number of other area public libraries, including Slippery Rock, Lakeview and Oil City, contract with Mr. Bookman to provide storage for donated books and assistance with book sales. Most of the feedback regarding Wilkinson's business has been favorable. Renee, who took over as FOL president in August, added that priorities for the group include getting the volunteer base back up and adding more items to their year-round book shop. A basket raffle may be featured in February or the springtime.

- (7) Unfinished Business: Staff members appreciated the \$25 Aldi gift cards that were provided to them. 😊 Amy noted she is looking into hiring someone full-time who could handle multiple responsibilities but would not have a specific title. This would provide a means of alleviating some of Wendy's workload, she said.
- (8) New Business: It was the consensus of the group that meetings will begin at 6:30 p.m. starting in January to accommodate work schedules. It was also noted by Heather Baker that the library will not be hosting its annual Jane Austen-style ball at Grove City College this February due to a scheduling conflict at the college. Instead, there are tentative plans to host a USO Victory dance in the future, possibly 2021. And, Renee asked if a future goal could be to provide a mobile responsive website for GCCL. Erin and Amy said they would look into it.
- (9) Meeting adjourned at 7:38 p.m.

Next meeting is January 8.

Minutes submitted by Heather Leskanic, board secretary, on Dec. 31, 2019.