

G.C. Community Library

Board Minutes

Sept. 9, 2020

- (1) Board Members attending: Erin Pisano, Stacy Bluedorn, Heather Leskanic, Lynda Bortz, Mauri Smith, Sue Miklos
Director attending: Amy Gallagher
Employee Attending: none
- (2) Erin called the meeting to order at 6:30 p.m. and opened with prayer.
- (3) Minutes from the June meeting were approved following a motion from Stacy and second from Mauri.
- (4) Treasurer's Report: Stacy said she has reconciled everything up to July. It was decided to go back to the desktop version of Quikbooks since Amy and Stacy have reported consistent, ongoing problems with the online version. Erin said we'll make the purchase through Techsoup. Erin noted our investments are still in really good shape.
- (5) Library Director's Report (from Amy):
 - New printer in operation. Amy said the new printer is working out very well; it prints much faster than the previous machine and has a number of additional features that greatly improve efficiency and capabilities (such as the ability to print posters). The printer takes the place of the library's two previous circ desk models. Both Amy and Wendy have smaller printers that could be used if the main printer is offline. There is also a copier repair person on call 24/7 who lives in town. The new printer is providing a savings of about \$24 a month over the previous lease agreement.
 - Grant application submitted. Amy has been researching what grants the library can apply for to help offset expenses since we have had to cancel or scale back our usual fundraising efforts this year due to pandemic. She said she has applied for a \$2,500 grant that would provide at least 5 more Hot Spot tech devices plus a year of Verizon coverage. She said she hopes to hear in October if we get approved. The library has an estimated \$80,000 in expenses (figure includes payroll) left thru the end of this year. We still

expect at least \$18,000 in revenues including those from United Way and local government municipalities.

- Library district services interrupted. Due to pandemic, our library district has made changes to some of the services it provides. This has unfortunately resulted in more cataloging work for Wendy, Amy said, even though the service is part of our compensation from the state. The services should be reinstated once the state budget passes.
- Audit update. Amy said we are almost done with the audit. Normally, it is due by Sept. 21 but the auditors needed more time and received an extension from the state.
- Employee evaluations. Job performance reviews are being made for staff, and everyone is doing a wonderful job, Amy said. Scott Amon has been especially helpful with organizing book donations in the back storage room and transporting materials to the new storage unit across from Memorial Park. Rachel Anderson has continued to work from home, and she can access our network from there.
- GCCL received \$2,250 in donations as a result of the unfortunate passing of a long-time patron. Amy said the money is being earmarked for new book purchases that will include books written in languages other than English plus a sign language program where patrons will be able to access videos and take online classes. In addition, an individual has donated poster-size paper to the library, plus a variety of other useful supplies. 😊 More may be on the way.
- Staff continues to deal with updates and changes to the state's guidelines related to pandemic precautionary measures. Books and other materials must now be quarantined for 7 days instead of 3. DVDS, audiobooks and HotSpots are now required to be wiped clean with alcohol. There is still no word on when Saturday business hours may resume or in-house, in-person programming. Amy said we don't really have the space for in-house programming since the program room is where the books and materials are quarantined. Tower Church has offered the library the use of its basement classrooms, which is very helpful. Heather Baker is hosting her children's

storytime sessions there every Tuesday morning, and the knit/crochet club will also be meeting there once a month. Heather continues to host her popular kids' cooking club classes online twice a month, and that is working out very well. Wendy also conducts a virtual monthly book club and Sean hosts a virtual Dungeons and Dragons gaming format. Amy said we will try to offer curbside service if we are ordered closed by the state. The library must adhere to guidelines as set forth by the state education department.

- Boys Scouts placed a donation box inside the library to help collect non-perishable food items for their community food drive. Items due by Sept. 12.
- Quilt raffle. Tickets are being sold for Lynda Bortz's beautiful quilt (on display at front entrance) until the drawing on Oct. 1.
- Library will be closed Sept. 18 so that staff can set up for next day's book sale/basket raffle.

Children's programming

- Summer reading program had over 300 kids participate. This was much more than expected due to pandemic. Normally, program would have between 600 and 700 kids participate.
- American Girl Doll prize raffle. Joss, the first doll in the series to be a competitive athlete with hearing loss, is featured as part of the prize package along with related items. Josh Weaver, GCASD's assistant superintendent and GCCL supporter, donated the doll. Winner will be announced Dec. 11.
- The crafts-to-go kits have gone over very well, and more will be coming in December.
- Library received \$1,000 grant from the Grove City AHN hospital to assist with providing food, aprons and other supplies for Heather Baker's kids cooking club. Generally, 30 to 40 kids participate regularly.
- Heather conducted outdoor storytime activities thru the summer at the memorial park. She has now moved sessions to the basement of the Tower Church.

- (6) Friends of the Library Report: Sue provided a report, saying she appreciates the creativity and flexibility the staff has shown as they continue to deal with the pandemic guidelines and restrictions. She also noted the dwindling participation in the FOL and expressed regret at their having to cancel the annual used book sale that is normally held the first two weeks in August. She said they would like to help with the library's one-day-only used book sale scheduled for Saturday, Sept. 19, at the park. Also, the FOL's Ace Hardware roundup event earlier in the summer generated \$565 in donations. Plus, Sue said, she received a \$100 donation from the corporate office after sending thank you notes to both the corporate office and local store. The letter campaign, along with other recent financial donations, brought in \$3,300.
- (7) Unfinished Business: In process of replacing staff computers with the new replacements from Grove City College.
- (8) New Business: It was announced that Mauri is moving out of the area and will therefore be leaving the library board. Erin invited him to choose a book that will be added to the library's collection in his honor to show appreciation for his service to the community. Mauri said he appreciated his time on the board but looks forward to living closer to family as a result of the move.
- (9) Meeting adjourned at 7:37 p.m.

Next meeting is Oct. 14

Minutes submitted by Heather Leskanic, board secretary, on Oct. 30, 2020.