

G.C. Community Library

Board Minutes

November 11, 2020

- (1) Board Members attending: Erin Pisano, Vince DiStasi, Stacy Bluedorn, Heather Leskanic, Kelly Habarka, Lynda Bortz, Liz Kingsley, George Pokrant, Renee Coyne, Sue Miklos
Director attending: Amy Gallagher, *unable to attend*
Employee Attending: Heather Baker
- (2) Erin called the meeting to order and opened with prayer at 6:30 p.m. via Zoom online conference.
- (3) Minutes from the September meeting were approved with a motion by Lynda and a second from George. Minutes from October were also accepted with a motion from Stacy and a second by Kelly. Both motions carried unanimously.
- (4) Treasurer's Report: Stacy said she is reconciling accounts for this year. Also, Erin and Stacy will discuss the switch from online Quickbooks back to desktop. Erin said she and Amy will get together to go over details of the budget for 2021. Expenses should look pretty much the same, she said. Employee wage adjustments will also be considered. Erin will send out budget info to board prior to December meeting (most likely again via Zoom).
- (5) Library operations, updates
 - Heather Baker reported to the group that the holiday gift basket raffle has so far raised \$1,788 while the American Girl doll raffle has collected \$276. Drawings will be made on Dec. 11.
 - Library staff has started accepting donated books and materials as of Nov. 2. Heather said their new system for accepting donations is working out very well. They have imposed a limit on the number of boxes an individual can donate per day and appointments are recommended in advance of a donation. Once received, the donated items are sorted and set aside for delivery to the library's off-site storage unit. Donations have been steady,

and they currently have 13 large boxes that are ready to be taken to the shed. Also, staff reduced the prices on the year-round bookshelf bookstore at the library and that has helped increase sales. Having the donated materials stored off-site has given library staff much-needed storage for their supplies.

- Library will again provide Aldi's gift cards to staff employees as a holiday bonus.
- Erin discussed the library's plans if the GC school district moves all students to remote learning as a Covid-19 precautionary measure. Erin said the library will respond by moving to curbside service if/when this should happen. We will continue to provide online programming and also provide the craft-to-go kits that have gone over very well with our younger patrons. Sue said the FOL will be able to provide funding for the kit bags, and Lynda also offered to make a donation. Heather B. said she plans to host her Christmas Tea as scheduled for Saturday, Dec. 5. It will be held at the Masonic Lodge, which will allow for appropriate social distancing amongst the attendees. Luke Michael of Northwestern Mutual Investments in Grove City contributed \$500 to the library for the Christmas Tea.
- Erin said we're continuing to receive donations from patrons and others, which has really helped with our budget, plus some larger expenses anticipated after Jan. 1. Hopefully we can avoid taking money out of our investments for as long as possible. Also, we had the benefit of the PPP loan in the spring that provided funding for employees' wages during the initial closure last spring. Erin said the intention is to again pay employees in the case of a short-term closure. Our hope is to keep all employees, full- and part-time, on if a long-term closure is warranted. However, she said, we'll have to reevaluate and make a decision.
- Postcard-sized informative fliers are being passed out to our patrons every day to raise awareness of library advocacy efforts in light of the uncertainty surrounding the state budget at this time. The fliers urge individuals to write or call their local legislators (addresses included) to urge them to restore library funding and explain why the library is important to them.

- Erin said the library staff is doing a fantastic job as they navigate the pandemic guidelines and challenges to keep library services on track as much as possible. Cataloging (which Wendy handles) now takes 2 to 3 times longer than it used to due to district budget cuts/lack of resources.
 - Heather B. said they still have a lot of books going out daily, and there has been a slight increase in the OverDrive checkout of E-books. It's been a struggle to not be able to conduct library business and programming as usual, she said. Staff members encourage each other to find the positives and be resourceful.
- (6) Friends of the Library Report: Renee asked for fund-raiser ideas that could still be undertaken during the pandemic. She mentioned the GC Rotary Club's strawberry shortcake drive-thru fundraiser this past summer. Heather B. suggested they "stalk" other groups and libraries online to get some ideas. She said she does that often to get new ideas for programs and events.
- (7) New Business: George Pokrant was welcomed as our newest board member. He replaces Mauri Smith, who moved out of the area. George served on Grove City Borough Council for 23 years before deciding to vacate his seat. Library trustee Vince DiStasi has replaced him on council.
- (8) Meeting adjourned at 7:23 p.m.

Next meeting is at 6:30 p.m. Dec. 9. Most likely, meeting will be conducted online.

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

