

G.C. Community Library

Board Minutes

Feb. 10, 2021

- (1) Board Members attending: Erin Pisano, Vince DiStasi, Stacy Bluedorn, Heather Leskanic, Kelly Habarka, Liz Kingsley, George Pokrant, Renee Coyne, Sue Miklos, Dave Kershaw
Director attending: Amy Gallagher
Employee Attending: Heather Baker
- (2) Erin called the meeting to order at 6:33 p.m. *via Zoom video conference* and opened with prayer.
- (3) Minutes from the December 2020 meeting were approved following a motion by George and second from Stacy. Motion carried.
- (4) Treasurer's Report: Stacy noted they are working to complete the switch from online Quickbooks back to desktop. She also listed the library's Farmers checking account at \$35,553.76 and investments at \$339,070.28. George made motion to accept treasurer's report with second from Vince. Motion carried.
- (5) Library Director's Report (*from Amy*):
 - **Shelving project.** Amy said staff is working on improving the layout of some areas of the library, including the addition of some shelving units. In addition, a new server needs to be purchased. Amy said the total cost related to the server is estimated at about \$750, and the library's \$900 district tech grant will be used to cover costs. Board approved the purchase of the new server following a motion by Vince with a second from Kelly. Motion carried. Library staff are looking into moving the server out of Amy's office and into a small storage closet towards the rear of the library. This move, if feasible, would make the equipment more secure. Amy said they were excited to find a lot of extra shelving in storage and have decided to swap out some of the low shelving units in the front adult reading area to provide additional shelving space. The extra shelving should potentially provide 5 years' growth in the children's area and 10 years' growth in adult.

However, they need to purchase vertical wooden end caps that hold this shelving in place. Board members approved a \$940 expense to acquire the end caps. Amy noted we have money available to make the purchases. Kelly made motion with second from George. Motion carried. The library's genealogy research center has also undergone some recent improvements with related books and materials being placed alongside the computer desk.

- **Tutor.com.** It was announced that community members can get help through the website tutor.com as part of a new program. This is free to anyone in the community, not just library patrons, and they can access it remotely.
- **PPP loan.** The library is applying for its second round PPP loan as it relates to hardships caused by the Covid-19 pandemic. Amy said our previous PPP loan has already been forgiven. It's anticipated this second loan, if approved, would likely be around \$33,000 or \$34,000. Also, the audit has been completed and work has started on next audit.
- **Revisions to library's bylaws.** Will be reviewing library's bylaws, making revisions and then asking for board vote to OK probably in March. Last legal update was in May 2012.

Children's programming (*from Heather B.*)

- Craft kits to go – Heather said they sent out 50 craft kits in January and additional kits are prepared to go out this month. Kids cooking club sessions are continuing online and going over very well. Heather invited board members to “friend” her on Facebook if they want to check out what the participants are creating as well as post comments.
- Storytime for toddlers is continuing to be held each week at Tower Church with 8 children attending regularly.
- Graphic novels. The library's juvenile graphic novel collection continues to expand. Heather said in 2019, the library saw over 3,000 of the books checked out. Even in 2020 with the pandemic's restrictive influence, they still had close to 2,000 graphic novel checkouts. She plans to establish this

collection of books with a separate shelving unit in the nook between the program room and the children's main area. They also plan to move the two children's computer desks out to the main area opposite the circulation desk.

- Heather also reported on Wendy Riggi's activities as related to adult programming. Wendy has been leading the library's Monday Night Book Club once a month in a virtual format. She also hosts the crochet/knit club once a month in-person at Tower Church.
- Between September and December of last year, GCCL listed \$9,330 in memorial donations to the library. Staff have also overseen the expansion of the DVD shelving units with the addition of recycled wooden units. This was primarily undertaken by Wendy's husband, Ron.

(6) Friends of the Library Report: Sue mentioned plans for a golf tournament summer fundraiser and said it would likely be scheduled for June. Amy noted that we are not restricted in our fundraising this year because we are not seeking United Way funding. FOL will be able to issue its annual campaign letter at any time. Heather Baker offered some tips on how to make this year's letter have the most impact on recipients. A large chart showing exactly where our funding comes from would help alert people to the fact that the majority of our funding is through donations. Renee said she has received notice of a new member joining their group. They are also planning to again have the Ace Roundup fundraiser in April to highlight National Library Month. Heather Baker noted it could be helpful to send letters to area construction companies to alert them to the upcoming event. Renee has also been getting some items together for a spring basket raffle.

(7) Unfinished Business: Curbside service is to continue at GCCL at least thru the end of February. State is recommending we remain curbside at this time.

(8) New Business: Dave Kershaw was welcomed as a new board member to replace Lynda Bortz, who resigned. It was noted Kershaw has two children who are involved with the library's programs. Books will be added to the

library's collection in memory of the recent passing of loved ones related to library representatives.

(9) Meeting adjourned at 7:17 p.m.

Minutes submitted by Heather Leskanic, board secretary, on March 1, 2021.

Next meeting is March 10