

## G.C. Community Library

### Board Minutes

November 9, 2022

(1) Board Members attending: Erin Pisano, Vince DiStasi, Heather Leskanic, George Pokrant, Kelly Habarka, Liz Kingsley, Renee Coyne (via Zoom)

Director attending: Amy Gallagher

Employee Attending: Heather Baker

(2) Erin called the meeting to order at 6:40 p.m. and opened with prayer.

(3) Minutes from the October meeting were approved following a motion by George and a second from Liz.

(4) Treasurer's Report: Budget for new year will likely be ready for board review in December. The library must turn in an approved budget to state at the end of January. Amy said they typically expect to transfer at least \$20,000 from investments in order to balance the annual budget.

(5) *Library Director's Report (from Amy):*

- Amy said two new staff computers were purchased so far (combined total just under \$2,500) and they are making a huge improvement in completing tasks. She said she was able to print out a check from Quickbooks in 30 seconds instead of waiting hours. Wendy's computer is almost 100 percent set up.
- Evolve, the library's online cataloging system, will be offering service upgrades after Jan. 1. Amy said staff has to determine what upgrades or expansions would be beneficial. One example could be reminder notices for patrons when library materials are due. Discussion followed concerning a certain patron's repeated attempts to avoid paying overdue fees.
- The library will again be providing gift cards to staff for Thanksgiving this year. This year it will be Aldi's cards. County Market gift cards are furnished to staff every other year.
- Amy said Scott Amon is currently working part-time at the library since he also now has a second job using his English degree at Earth, Sun and Moon. She said she might be looking for additional staff after Jan. 1.

*Children's department/Fundraising (from Heather B.):*

- The **Soup-er fundraiser event** will be held Thursday, Nov. 10. Heather said there will be 16 different homemade soups available for purchase. She said several big orders have already come in. A \$10 lunch pack that includes a cup of soup, chicken salad sandwich, drink, bag of chips and cookie is also offered. Each item can be purchased separately.
  - The next big fundraiser event is a **Treebeard Brown music concert** scheduled for Dec. 3 at the Masonic Hall in Grove City. BYOB.
  - The **Grove City College preschool students** will be visiting the library. This is always a fun event.
  - Other special programming events include **Thanksgiving Bingo** on Friday, Nov. 18, a **Santa Breakfast** on Dec. 3, and the **Noon Year's Eve** bash on Dec. 31.
- (6) Friends of the Library Report: Renee said the donation solicitation letters have been prepared and are ready to be mailed. She will work with Amy and Heather to get a complete list of updated mailing addresses.
- (7) Unfinished Business: Liz said she and Heather Baker went to a Springfield Twp meeting to address supervisors about the library's extensive programming. Liz said Heather provided a solid presentation that was concise and offered all the pertinent details. Heather said the supervisors were impressed with everything the library has to offer. She and Liz said it should help prompt the supervisors to provide additional financial support to the library on a regular basis. Also, Liz noted it would be helpful if the twp made its residents aware that they have free access to library services. This could be a written announcement included with the tax notices, she said.
- (8) New Business: Nothing to address.
- (9) Meeting was adjourned at 7:20 p.m.

**Next meeting is Dec. 14**

Minutes submitted by Heather Leskanic, board secretary, on Dec. 5, 2022.