

## Avon Grove Library Board of Trustees Meeting Minutes

Wednesday, July 22, 2020

7:00 pm – Zoom meeting

### I. Welcome - 7:00 PM

- A. In attendance: Sue Geiger, Pat McKeon, Walter Borys, Shelly McCoy, Jack Waber, Barbara Hart, Allison Thomas, and Lori Schwabenbauer

### II. Adoption of Agenda

- A. Motion to adopt the agenda made by Pat, seconded by Jack, motion carried

### III. Guests - None

### IV. Friends of the Library Report - none

### V. Minutes of 6/24/20

- A. Motion to accept the minutes from June made by Shelly, seconded by Jack, motion carried

### VI. Director's Report - given by Lori Schwabenbauer, Director (see handouts)

- A. Lori discussed the status of the library's reopening. They are seeing a reduced number of customers. They are following all of the procedures. The new toilet will be installed soon
- B. The Summer Reading Program has had less participation than previous years
- C. E-book and E-magazine circulation has increased, although the statistics for the last few months are still incomplete
- D. Lori shared news from the System
  1. The new Capira app has been successful and a new self-checkout module will be added soon
  2. There will be a webinar training opportunity for Trustees on August 11 - JoAnn Weinberger, VP of the CCLS Board, on the topic of fundraising
  3. The Funding Task Force is requesting an additional \$2 million from the County for the member libraries
- E. Motion to accept the Director's report made by Walter, seconded by Shelly, motion carried

### VII. Treasurer's Report - No report due to Cordelia's absence

### VIII. Old Business

#### A. Re-opening changes/adaptations

1. We will be ending the lobby pickup at the end of July
2. There has been no issue with mask wearing
3. A cleaning schedule is being maintained

#### B. Public Services Librarian position

1. Lori is proposing the creation of this position
2. The candidate should be able to work with Spanish speaking customers
3. There are possible grant opportunities that may fund this that Lori is looking into
4. Board discussion:

- a) expressed concern about maintaining funding for the position
- b) Sue asked Lori to provide grant information and a job description at the August meeting. She would also like Lori to calculate the difference between the current part-time to full-time expense
- c) The Board discussed the concept of promotion from within for this position

VIII. New Business

A. Top donors list parameters

- 1. We will hold a targeted fund drive to higher donors (top 15) and the original donors (see the plaque in the lobby)
- 2. The fund drive emphasis will be debt reduction
- 3. Lori will create personal letters for the different audiences by the end of July

IX. Committee reports

A. The Policy, Personnel and Branding committees will be meeting this month

B. The Fundraising Committee noted that their liaison at Jenners Pond is leaving

X. Other items for discussion - none

XI. Adjournment

A. Motion to adjourn at 8:07 made by Pat, seconded by Walter, motion carried