

## **Tinicum Memorial Public Library Board of Trustees Meeting Minutes**

**Sept. 30th, 2021**

**Held via ZOOM**

**Attendees:** Dave Bradley, Kelli Bradley, Pattie Coleman, Angela DeMarco, Donna Kenish, Diane Shannon, Linda West

**Absent:** Kari Dukes

**Call to Order: 6:30PM by Angela Demarco**

**Topic: Treasury**

- Kelli made a motion to set up auto-pay for RCN bills. Diane seconded the motion. The motion passed unanimously.
- Pattie asked the board to consider switching back to PECO. Linda clarified that the issue is that Direct Energy is not forwarding the charges to PECO, which means when they do it will probably be a very expensive charge.
- Diane brought up that Joe Little may be able to look at the bills and give some insight since he works in the energy industry.

**Topic: New Staff Laptop**

- The chromebook will no longer update as of September, so Linda asked the board to agree and dollar amount to replace it.
- Kelli made a motion to approve up to \$1500 on the laptop. Diane seconded the motion. The motion passed unanimously.

**Topic: Previous Board Meeting Minutes**

- Pattie made a motion to approve the July board meeting minutes. Donna seconded the motion and it passed unanimously.

**Topic: Director's Report**

- Book Club has been growing. 16 people attended in July.
- Summer Quest was somewhat slow this year.
- Crochet club is back in-person.
- We partnered with Middletown Library for a ZOOM kids cupcake class with 33 participants.
- Preschool storytime is back in-person on Thursdays at 11AM and has had numerous new attendees.
- Helen does a weekly virtual infant storytime and Tori does an in-person infant storytime twice a month. She is trying a Facebook Live infant and toddler storytime this week.
- After School Fun Club is back in person on Wednesdays at 3:30PM.
- Meetings/ Workshops/ Training:
  - The staff has been doing Niche Academy trainings.
  - Linda attended the PALA conference. One of the sessions she attended was a chat with Lisa Scottoline.

- Tori applied to be a CSLP (Collaborative Summer Library Program) committee member.
- ARPA funds: Linda considered having the upstairs bathrooms made ADA compliant, but would not have enough time to get multiple quotes because the deadline to apply is October 22nd. Instead, the library will apply for funds to make a new interactive children's area in the basement.
- The Policy Committee proposed lowering the fines for DVDs making them the same as the fines for a book.
- Building Updates:
  - The basement still does not have the cove base done.
  - Angela sent the information for her son-in-law's company to David Schreiber but has not heard back yet.
  - There are no updates about the roof. Kelli did follow up with David Schreiber but nobody has been by to remove the solar panels or repair the roof.
- Beanstack:
  - There are fall reading challenges available.
- Blood Drive:
  - The Red Cross had to reschedule to Nov. 8th due to staffing shortages.
- Strategic Plan:
  - DCLS hired a company to go over the surveys and collaborate with all libraries on developing the strategic plan. It has been converted to virtual and Linda will be attending the sessions on Oct. 12th, 13th, 14th.
- Trustee Training:
  - Oct. 14th @ 7PM. 2 people are required to attend to keep our funding. Diane and Kari are registered to attend.
- DCLB Meeting:
  - Oct. 7th. Angela will register and attend.
- 75th Anniversary:
  - Due to COVID-19, we were unable to celebrate our 75th anniversary this year. Tori added a 75th anniversary banner to the website.
- Garden:
  - The tomatoes are slowing down but eggplant is still growing.
- Emergency Connectivity Funds:
  - Federal funds to help people from underserved populations have access to WiFi. Linda filed an application for 25 free mobile hotspots for the library. This would also allow our current 5 hotspots to be free as well.
- COVID-19:
  - We are still requiring masks in the building.
- Some Upcoming Programs:
  - Watercolor Class with Terry Collington (ZOOM)
  - Tori is hosting a Teen and Young Adult Book Club (In-person)
  - "Digger and David" Kids Halloween Program (In-Person)
  - Thanksgiving Sides Adult Cooking Class with Kitchen Wizards (ZOOM)
  - Candy Apples Kids Cooking Class with Chef Dad's Table (ZOOM)

- Closures:
  - The library will be closed Oct. 11th for Columbus/ Indigenous People's Day.
  - The library will close at 4:30PM on Nov. 24th and remain closed the 25th and 26th for Thanksgiving.
- The next library board meeting is Nov. 18th because of Thanksgiving. The executive session begins at 6:00PM and the public session begins at 6:30PM.

**Treasurer's Report:**

- Diane made a motion to pay the bills and Donna seconded the motion. It passed unanimously.

**DCLB Meeting:**

- Dave and Kelli attended. A Tincum patron who attended requested to be removed from the DCLS due to the masking requirement in the library. Dave Bradley contacted Mr. Monteith with the information for the TMPL Board meeting but received no response.

**Questions:**

- Angela asked if the wheelchair ramp to the basement is still going to be added since we will have more children's programs downstairs if the ARPA application is approved. Linda said the township put it on hold and has not communicated any future plans to install it. Linda also added that the cove base is still not completed and the furniture lost in the flood has not been replaced.
  - It was decided Angela will follow up with David Schreiber since she will be reaching out to tell him about her son-in-law.

**Action Items & Follow-up:**

Joe Little will be asked to take a look at the energy bills.

Autopay will be set up for the RCN bill.

Kelli will follow up with David Schreiber about the solar panels/roof.

Angela will follow up with David Schreiber about the basement ramp, cove base, and furniture replacement.

**Next Meeting: November 18th @ 6PM (Executive) and 6:30PM (Public)**

**Meeting Adjourned: 7:51**

- Diane made a motion to adjourn the meeting. Pattie seconded the motion. The motion passed unanimously.

*Respectfully submitted, Linda K. West, Director*