

Avon Grove Library Board of Trustees Meeting - Minutes

Wednesday, October 26, 2022

7:00 pm via Zoom

Submitted by Pat McKeon

- I. Welcome - 7:00
 - A. In attendance: Sue Geiger, Walter Borys, Cordelia Rosazza, Pat McKeon, Suzanne Regnier, Barbara Hart, Allison Thomas, Shelly McCoy, and Lisa Sweet
- II. Adoption of Agenda
 - A. Motion to adopt the agenda made by Pat , seconded by Cordelia, motion carried
- III. Friends of the Library Report - none
- IV. Minutes of 9/28/22
 - A. Motion to accept the minutes made by Barbara, seconded by Shelly, motion carried
- V. Director's Report
 - A. See emailed report
 - B. HVAC repair - the parts are not in yet
 - C. Window cleaning needs to be done - Lisa is making the arrangements. We are sharing the costs with the borough
 - D. Lisa has an electrician coming to change bulbs and address other electrical needs
 - E. Lisa noted that she will need to hire a part time circulation desk employee in November
 - F. Barbara commented about how awed she is about all the programs being offered
 - G. Motion to accept the Director's Report made by Shelly, seconded by Barb, motion carried
- VI. Treasurer's Report
 - A. See the expense report
 - B. Cordelia asked for an update about the municipalities who still owe for the year
 - C. Expenses on par with our budget at this time
 - D. Keep watching the Endowment Fund with regards to the stock market volatility. Cordelia wanted to know if we should withdraw the allocation for this year. Sue said we'll come back to this topic later in the agenda
 - E. Motion to accept the Treasurer's Report made by Pat, seconded by Allison, motion carried
- VII. Old Business
 - A. Verizon install: 11/3/22 . This change will increase the phone bill, but we will have reliable service
 - B. Director search
 1. Agatha made changes to the posting. It is posted on PaLa, our site and the county site
- VIII. New Business
 - A. Longley Insurance
 1. Lisa reports that the current premium will go up to over \$1000. Lisa found places to save money in the 2023 coverage premium
 - a) Flood & Earthquake coverage - do we need this
 - b) Dishonesty coverage - no one can actually steal money from the library - recommend reducing overage
 2. Abuse Prevention policy & training - Lisa is planning to do the training with staff. The Directors must read and sign the policy sent to us by Rebecca.
 3. Weapons policy - we don't have a weapons policy. It's not required, but we should have Barbara will schedule a policy committee meeting to address this
 4. Discussion

- a) Dishonesty Coverage
 - (1) Do we do away with dishonest coverage or reduce it to \$100,000? Discussion followed
 - (2) Cordelia made a motion to reduce the dishonesty coverage to \$100,000, Walter seconded and the motion carried
- b) Flood and Earthquake Coverage
 - (1) As long as our collection is covered, do we need flood/earthquake? It was noted that we don't own the building. We wondered if the borough has coverage for the building
 - (2) Lisa is going to research the question further
- B. 2023 budget
 - 1. Sue commented about the funding formula from the county and the consequences of having a budget surplus at the end of the year. Sue is recommending to reduce this through maintenance projects. Sue also recommends not taking the money from the endowment that was budgeted for this year
 - 2. A motion to do the maintenance projects now was made by Sue, seconded by Allison, the motion carried
 - 3. The Board discussed the draft budget that was presented
- C. Trustee Nominating Committee (W. Borys [Chair])
 - 1. Shelly and Walter proposed a slate of officers: Sue Geiger - president, Pat McKeon - vice president, Cordelia Rosazza - treasurer, and Allison Thomas - secretary
 - 2. Barbara made a motion that we allow the current officers who are nominated for another term to continue in their current offices, seconded by Cordelia, the motion carried
 - 3. Barbara made a motion that we elect the slate of officers for the 2023 -2024 term by acclamation, Pat seconded, the motion carried
- IX. Committees
 - A. Facilities/Space Planning Committee (S. McCoy [Chair], B. Hart, S. Geiger, J. Waber, W. Borys, L. Sweet)
 - 1. Priorities for spending our remaining funds: painting, carpet replacement, reupholster cushion outside, window cleaning
 - 2. The committee recommended continuing to look for donors if needed
 - 3. Walter shared their discussion of the idea of building expansion. They determined that it's not really needed at this time, but we should continue to look ahead to gauge future needs
- X. Other items for discussion
 - A. none
- XI. Adjournment - 8:16
 - A. Motion to adjourn made by Cordelia, seconded by Pat , the motion carried

Next Board of Trustees meeting – Wednesday, December 14, 2022 @ 7 PM