

## **Avon Grove Library Board of Trustees Minutes**

**Wednesday, March 23, 2022**

**7:00 pm via Zoom**

Submitted by Pat McKeon

- I. Welcome: 7:00
  - A. Jack Waber, Pat McKeon, Sue Geiger, Shelly McCoy, Cordelia Rosazza, Suzanne Regnier, Barbara Hart, Allison Thomas, Barb Murphy, and Lisa Sweet
- II. Adoption of Agenda
  - A. Motion to adopt made by Jack, seconded by Pat, motion carried
- III. Friends of the Library Report - Barb Murphy, co-president
  - A. There are three members left on their board
  - B. They are deciding between holding a bake sale or a no-bake sale on election day
  - C. Other fundraisers being considered
    1. 50/50
    2. pet contest
- IV. Minutes of 2/23/22
  - A. Motion to approve the minutes made by Jack, seconded by Suzanne, motion carried
- V. Director's Report - Lisa Sweet, Interim Director, see report for details
  - A. Lisa shared the statistic for the month. She noted that CCLS has a slightly different reporting format
  - B. Lisa shared that the annual report was handed in to CCLS on time!
  - C. Youth services will be back to in person programs on April 4
    1. They are sending an email blast
    2. Attendance will be by registration
  - D. 19 tickets were sold for the Novel Tea
  - E. Staff mask requirement has been lifted
  - F. Church of Nazarene is partnering with the library for the Ukraine outreach
  - G. See the Director's report for upcoming program dates
  - H. Questions for Lisa
    1. Pat asked about the programs report form from CCLS which listed Atglen at the top. Lisa said that it was mislabeled
    2. Sue suggested a children's book club based on a request from the community
  - I. Motion to accept the Director's Report made by Cordelia, seconded by Jack, motion carried
- VI. Treasurer's Report - Cordelia Rosazza, Treasurer, see reports
  - A. Sent combined report to the Board
  - B. Cordelia noted that we have a good, healthy income so far
  - C. All financial statements are on target
  - D. The endowment down - see report for losses

- E. Motion to accept the Treasurer's Report made by Jack, seconded by Suzanne, motion carried

#### VII. Old Business

- A. Board of Trustees self-evaluation
  - 1. Tabled until April. Sue and Pat will discuss this and prepare the assessment
  - 2. Board members are reminded to send feedback regarding Sue's performance to Pat
- B. Employee handbook PTO adjustment
  - 1. Proposed change postponed until April
- C. Develop Facilities Committee
  - 1. Include the space planning committee which consists of McCoy, Waber, Borys, Hart, and the Director,
  - 2. Name this: Facilities/Space Planning Committee
  - 3. This committee will take over the sign project

#### VII. New Business

- A. Director candidate
  - 1. Sue talked about the interview to be held tomorrow
  - 2. The revised job posting to be posted on ALA site and PaLA site. Shelly with share it on the Delaware Library Association site
- B. Statement of Financial
  - 1. Board members needs to complete this. Suzanne is resending the link

#### VIII. Committees - none

#### IX. Other items for discussion

- A. Jack had questions about the lease pay-off celebration
- B. Lisa shared thank you's for one time bonus. She and the staff involved are very appreciative

#### X. Adjournment

- A. Motion to adjourn made by Pat, seconded by Cordelia, motion carried