

Worth-Pinkham Memorial Library

BOARD OF TRUSTEES MEETING

November 21, 2022 at 7:00pm

MINUTES

1. Call to Order and Open Meeting Act Statement

Meeting called to order at: 7:02pm

In attendance: H. Turk, Mayor Randall, J. Mongelli, K. Cosenza, M. Taylor, L. Surz, K. Clark, C. Richards and D. Policastro

Not in attendance: J. Clutterbuck, H. Crowley, D. Mardy, P. Crossley

2. Minutes

Minutes of 10/17/2022 Regular Meeting

Motion to approve: H. Turk

Seconded: C. Richards

Minutes of 10/17/2022 Closed Session

Motion to approve: H. Turk

Seconded: C. Richards

3. Public Session

Time opened: 7:04pm

D. Swistock from BCCLS office attended, interested in hearing what information about BCCLS and the BCCLS office is shared at the meeting and see what information is important to the trustees

Time closed: 7:06pm

4. Trustee Reports

a. President, John Mongelli

Suggestion of updating the committees to only include a chair and add members as the need calls for them.

Currently, the chairs are:

- Personnel: H. Turk

- Finance: H. Crowley
- Strategic Plan: P. Crossley
- Policies & Procedures: J. Clutterbuck
- Building & Grounds: L. Surz
- Friends: Richards

Upon discussion, removing members from committees would be challenging when tasks need to be completed.

Appointment of Nominating Committee:

This is new, based on the Board By-laws updated this year.

- Appointed in November
- Slate of officers put up for vote at the January Reorganization meeting
- Committee would have roughly 1 or 2 meetings prior to Jan meeting
- Proposed: D. Mardy, H. Turk, C. Richards
 - D. Mardy as Chair, as she was not present at the meeting, J. Mongelli needs to speak with her.
 - Would it make sense to poll people to see what they are interested in/where we see ourselves fitting in best.
 - Should each trustee serve on a committee?

b. Vice President, Hugh Turk

None

c. Treasurer, Herman Crowley

Presented by M. Taylor, in H. Crowley's absence.

Capital Account Balance: \$145,215.87
 Operating Account Balance: \$149,871.94
 Total: \$295,087.81

September Bills List Total: \$79,349.35
 Motion to Approve: C. Richards
 Seconded: H. Turk

5. Library Director Report, Morgan Taylor, MLS

Circulation and Collections:

- October circulation totaled 3,147. This is a decrease of 2% from September and 5% from 2021
- 197 items were added to the collection and 38 were withdrawn
- Analysis of circulation patterns 2019-2022. HHK is seeing the same trends as across BCCLS. Physical media usage is down.

Finance:

- Auditor came last month
- Annual expenses from Borough have been submitted
- Better World Books partnership provided first check
- A Girl Scout Troop 98001 has made a donation

Facilities:

- Leaf work is underway by the DPW
- Creating a toilet log to try and track issues

Services:

- Ordered supplies for archival project to inventory and organize materials we have.

Programming:

- 9 programs/66 participants
- Storytime has resumed

BCCLS News:

- System Council approved the 2023 budget
- BCCLS Directors may not sit on the board of another BCCLS library
- Smooth transition to BCCLS updated delivery service

Professional Development:

- M. Taylor will attend webinar about The Sustainable Libraries Initiative

Youth Services:

- K. Cosenza reports circulation numbers.
- Book packs are popular and the collection will be expanded.
- 115 titles added to juvenile and 9 to YA. Several bilingual books are on order (Spanish/English and Mandarin-Chinese/English).
- Students from ECLC visited and the HHKFD conducted a storytime and an overview and tour of the truck.
- Kevin attended a Youth Services Committee bootcamp called "It's Just Too Graphic: Censorship & Graphic Novels."

- Focus looking forward: prioritizing storytime, setting up playsets for young children focused on imaginative play, fine motor skills, color recognition, and social development, and continuing to augment and weed the collection.

6. Borough Council Liaison Report, Councilman Dane Policastro

None

7. Superintendent of Schools Report, Dr. Diane Mardy

None

8. Committee Reports

None

9. Old Business

Board meeting schedule 2023- H. Turk makes a motion to move all meetings to 7pm. L. Surz seconds. All approve.

10. New Business

a. Budget 2023

- Reviewed highlights. Will wait to vote until after 2023 salary discussions

b. Public Information Meeting

- Joint meeting with the Borough next Monday, 11/28 at 7pm to discuss the possibility of moving to the BOA building.
- Planning for upcoming meeting
 - Have rationale available
 - Have big picture numbers available
 - Additional slide about Library current physical struggles

11. Closed Session

Time opened: 8:05pm

H. Turk moves to go to closed session regarding contract negotiations and L. Surz seconds

Time closed: 8:56

L. Surz moves to conclude closed session K. Clark seconded

12. Adjournment

Vote to adjourn: L. Surz

Seconded: K. Clark

Time of Adjournment: 8:56

Date of Next Meeting: Monday, December 19, 2022 @7pm