

Worth-Pinkham Memorial Library
Board of Trustees Meeting
June 21, 2021
7:30pm

1. Meeting called to order at 7:35pm. M. Taylor, J. Mongelli, D. Mardy, H. Turk, J. Clutterbuck, C. Richards in attendance. D. Policastro, L. Surz and P. Crossley not present.
2. Minutes: J. Clutterbuck moves to approve and H. Turk approves the minutes from the May 17, 2021
3. Public Session: No public in attendance. Opened and closed at 7:37PM
4. CORRESPONDENCE: None
5. PRESIDENT'S REPORT: J. Mongelli
 - a. Tim Wiss, who is now the boro's attorney, has sent a letter regarding a flag issue and would like to discuss.
 - i. The board will defer any action until the president has had the opportunity to speak to the boro attorney.
6. VICE PRESIDENT'S REPORT: H. Turk - None
7. TREASURER'S REPORT: H. Crowley
 - a. The cleaning bill was a little higher this month because they did one of the two deep cleans.
 - b. H. Crowley moves to and D. Mardy seconds the approval of the June bills list. All approve
 - c. H. Crowley moves to pre-approve the bills list for July and August. C. Richards seconds. All approve.
 - d. The Operating Account holds \$81,017.35 and the Capitol Account holds \$71,870.13 for a total of \$152,887.48.
 - e. The library got some PPP money - from BCCLS. M. Taylor will confirm into which account these funds were deposited.
 - f. M. Taylor asks about the county freeholder's grant from BCCLS, and how it is earmarked, and if there is a way we've traditionally spent it J. Mongelli thinks it has no restrictions.
 - g. The gas and electric trends are in line. May expenses are not listed.
 - h. Profit and Loss Budget vs. Actual as of June 15 is in line with where we should be on the different items. This report is 2 weeks shy of the 6mo. Report
 - i. 2021 Operating Budget. H. Crowley moves to approve the 2021 Operating Budget and D. Mardy seconds. All approved.
8. SECRETARY'S REPORT: None
9. DIRECTOR'S REPORT:
 - a. The library is enjoying a significant increase in circulation from this time last year. This is also true of the museum passes.
 - b. M. Taylor has set up an account with Better World Books - now we have an account which allows us to sell our inventory we remove from our collection.

BWB then donates the materials where they are needed. There is a \$100 cumulative threshold, but M. Taylor is double checking the contract.

- c. Audit conducted last week and expect results in roughly one month.
 - d. BCCLS has a capital plan that was passed and they updated their policy and procedures manual in regard to email privacy.
 - e. Programming: Outdoor programming began in May for adults. The grab and go crafts continue. Today marked day one of Summer Reading. The theme is Tales and Tails. The family kick off is 6/28 and there will be unique creatures at the library.
 - f. Facilities Update - fire alarm update/no issues; M. Taylor is rearranging furniture now that more people are allowed in the space and procured a free desk for the youth services librarian; M. Taylor updated the director's desk as well. Old desks will be disposed of.
 - g. BCCLS has replaced the solid state drive on one of our PCs.
 - h. DPW has addressed potential poison ivy near steps.
 - i. Personnel and PD: Brandy has earned a BCCLS scholarship; M. Taylor attended a virtual conference earlier this month. Youth services librarian role has been filled; Jillian Bielen's first day will be 7/6/21 and she comes from Clifton Library; she is in an MLS program and expected to graduate in December 2021.
 - j. Community Engagement: The Garden Club planted the window boxes; Four 8th grade boys donated Alberta Spruce trees as part of their Civics Learning Project. An 8th grade girl did a video shared on our website as part of her CLP.; M. Taylor has been to the kindergarten at the HHK school; M. Taylor attended the HHK Chamber of Commerce Meeting at the HHK Inn.
 - k. J. Mongelli notes that the BCCLS Friends is having their annual event in October. Let M. Taylor know if you can attend.
10. COUNCIL LIASON: None
11. SCHOOL LIASON: D. Mardy
- a. The school year ended and graduation was on Friday. The awards ceremony was 2 weeks before.
 - b. Dr. Eckert's retirement celebrations, including the dedication of the Dr. Eckert Plaza.
 - c. Looks forward to the youth librarian and school librarian having a chance to talk - including around the parameters of taking items out of circulation. M. Taylor has a protocol to share.
 - d. The school will resume in-person board meetings in July.
12. COMMITTEE REPORTS: None
13. OLD BUSINESS:
- a. J. Clutterbuck moves to suspend the temporary code of conduct enacted in the throes of the pandemic. D. Mardy seconds. All approved.
14. NEW BUSINESS:
- a. J. Clutterbuck moves to adapt, as part of our policies and procedures to the Code of Conduct, the amendments circulated to the Board Members in the June packet

with the change of the word “properties” to “facilities.” H. Turk seconds. All approved.

- b. The board plans to resume in-person board meetings in September.
- c. M. Taylor notes that the current library policy is fine free through June. J. Clutterbuck moves to extend the fine free policy through September 30th. C. Richards seconds. All approved.

J. Mongelli moves to adjourn and D. Mardy seconds.

Next Meeting: September 20, 2021 in the Library.