

## Library Board Meeting 4/11/18

Attendance: Katie Lascola, Laurie Sliben, Beth Mellor, Nancy Ride, Matt Kissane, Deborah Ormay, Lindsay Osterhout, Justin Lokay

Katie Lascola called the meeting to order at 6:47p.m.

### **Public Comments/Announcements:**

Lisa Jensen will be sending out the bids for the Keystone Grant money. The last bid has to be in to the State for approval by the end of December 2018. The bids are sent directly to the state. The state pays the bill directly.

**Approval of the Minutes:** Matt Kissane moved to approve minutes as amended, Laurie Sliben seconded the motion, motion passed

### **Staff Reports:**

The library is not continuing the American girl tea. The library has 3 dolls and ACLA asks that programming be added with the dolls.

Will be set up on Sharepoint on 4/24/18 and upgraded to Windows 10 on 5/30/18.

### **Director's Report:**

Sharepoint staff training seemed positive. The staff is planning on how to smoothly transition with updates and training.

### **Budget and 501c3 discussion:**

Board members met with Megan Trumbull, borough solicitor, for an information meeting about 501c3 designation and what that means. The meeting was set up through Lisa Jensen. Fundraising money would go into the 501c3 account.

The Board discussed having building/staff salaries under the borough account and materials/programming being under the 501c3 account.

The Board is going to speak with Megan Trumbull about drafting new line item language to present to council. The Board's hope is to have a clearer understanding by all sides on who controls which funds.

### **Council Liaison discussion:**

The Board discussed responding to Council's previous vote by sending a memo to Council asking to be its own liaison. The board decided in the action step of meeting with the Council Liaison, and not sending the memo to Lisa Jensen until after that meeting.

### **Finance Report:**

The Board discussed proposed adjustments to the 2018 Library Budget:

- Move \$43,000 for the Keystone Grant off of the budget because this amount never comes in to the library as revenue. The state pays the bids directly.
- Correct the \$13,000 amount listed as the Smart Campaign. This number is incorrect. The Smart Campaign raised \$5,000.
- Move \$1,700 out of part time wages due to the retirement of an employee.

- Correct \$25,500 to pay for the HVAC was held over in the fund budget from 2017 to pay for the HVAC bill due in 2018.

The Board discussed asking Verona Council for \$10-20K given that the library services the Verona community. The Board will work on getting numbers and a proposal together. Additional money from Verona would result in increased money from RAD.

#### **Fundraising:**

TOTT signs rcvd, 18 food/beverage providers, 100 tickets sold so far, the group is hoping to sell 250 tickets. Committee still working on getting sponsors. The Board is donating a gift basket.

Easter Bunny pictures were a success.

The Riverside community church is coming to do some weeding/gardening work as a community project.

Booktoberfest will be 10/6/18 this year.

Touch a Truck, Lindsay Osterhout will contact the Lions.

Annual campaign kicks off in September. The Buncher Fund is donating more money in this year. The I Love My Library yard signs were a successful advertisement last year.

#### **Contested Book:**

The library received a complaint concerning We Now Return to Regular Life asking that the book be moved from the YA to the adult section. This book is designated YA in all libraries which have the book, this is for 13-18 years old. The Board agreed to leave the book on the shelf and that the library is a public institution and cannot censor. Laurie Sliben made the motion that book stays, Nancy Ride seconded the motion, motion passed. The Board will draft a letter to the patron who filed the complaint.

#### **Garden:**

The Board discussed working on a Pennsylvania Garden for revamping the landscaping. The plan is to use low maintenance plants, all season plants, remove a smaller tree and maybe replace it with a evergreen.

The Board dismissed to executive session at 9:28 pm.

#### **Executive Session:**

The Board discussed further details of how to specifically execute the meeting with the Council Liaison and when to send the memo to Ms. Jensen in executive session

Respectfully submitted,

Lindsay Osterhout