



BRADFORD AREA PUBLIC LIBRARY

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Regular Monthly Trustees Meeting  
April 20, 2020

**I. Call to Order: Establish a Quorum**

Chairwoman Lorna Smith called a virtual meeting of the Trustees of the Bradford Area Public Library to order at 5:00 PM. A quorum was reached.

Present: Lorna Smith, Dara Signor, Chris Minich, Neil Rinard, Amy Fox, Kristen Tim, Carol Wurster, Tina Martin, and Lacey Love.

Absent: Dan Minich

**II. Consent Agenda**

The minutes of the March 16, 2020 Board of Trustees meeting were presented with minor corrections.

Financial Dashboard Reports. Amy gave brief highlights of income and expenses reflected in the budget.

A motion was made by Dara to accept the Consent Agenda; seconded by Carol. Carried unanimously.

**III. Information Items**

**A. Executive Director's Report**

- Lacey updated the Board on what virtual and digital resources the library is offering in light of the Covid-19 closures, including virtual storytime three times a week, Gale Courses, and temporary OverDrive cards. Debbie and Marie have reached out to Teen Book Club and Middle Ground members to ask if they are interested in participating in virtual book club meetings. National Library Week will be entirely virtual, with Facebook posts each day that people can participate in, and be entered for a chance to win a Chamber of Commerce gift certificate.
- Weekly virtual calls are held for library directors across the state and within the Seneca District. Lacey has been attending many of these calls to discuss what the process of reopening libraries may look like. This process will widely vary across the state, but may include reduced hours, curbside pickup, and virtual summer reading programming.
- The library's new 1,000 Books Before Kindergarten launched on Monday at [bradfordlibrary.beanstack.org](http://bradfordlibrary.beanstack.org). Lacey reported that several families had already registered to participate.
- The three-year lease for the library's Canon copier expires this month, and Lacey reviewed a renewal quote from Karpinski's Office Supply. Canon's lease rates have decreased substantially, and after some discussion, it was agreed that Lacey could pick between a three or four year renewal.

- Lacey has mailed letters to the McKean County Commissioners and all local municipalities, explaining that while the library building may be closed temporarily, BAPL is still offering a wide range of resources to community members, in hopes that there will not be a reduction in local funding. Mary Grace Collier-Kisler, from the SW Smith Memorial Library, mailed a similar letter to Representative Marty Causer on behalf of the McKean County Libraries.

## **B. Chairperson's Report**

- Lorna inquired about the process of switching the PNC trust to CNB. Lacey explained that since the library had closed, she had not reached out again to Lang & Hvizdzak about moving forward with the case. Tina offered to speak with Dan Lang about the potential of scheduling a virtual meeting with the Finance Committee.
- Lorna also recommended updating library policies to reflect the Covid-19 pandemic. Lacey will provide updates for the next board meeting.

## **IV. Board Approval**

There were no items for Board approval.

## **V. Adjournment**

With no further business to come before the board, Amy made a motion to adjourn the meeting at 5:29 PM. Seconded by Kristen.

The next meeting is scheduled for May 18, 2020. This will be a virtual board meeting via BlueJeans.

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