



BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Trustees Meeting
June 15, 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 5:04 PM. A quorum was reached.

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

Excused: Chris Minich and Kristen Tim

II. Consent Agenda

The minutes of the May 18, 2020 Board of Trustees meeting were presented with no corrections.

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

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

III. Information Items

A. Executive Director's Report

- A gift of stock was made from Dr. Dick McDowell, a total of \$5,791. Lacey requested that a portion of this gift be moved to the Northwest checking account to cover summer reading expenses and prizes. Although Lacey and Debbie sent out letters to local businesses asking them to donate to the summer reading program, there was not a high level of giving as in past years, due to the Covid-19 pandemic. The board agreed to have Lacey move a portion of the money to the checking account and keep the rest invested in the Northwest trust.
- Lacey updated the board on curbside business procedures, like copying, scanning, and faxing, which resumed on May 15. Hopefully, this will provide some additional day-to-day income that the library has been missing.
- Greg Elderkin, who the library has contracted with for janitorial services for the past 3 years, is no longer able to clean the library. Lacey reached out to Servco Services and Derek Smith Cleaning to obtain quotes, and also had an individual express interest in part-time janitorial work. There was some discussion on the value of hiring an employee versus a 1099 contractor.

- The virtual summer reading program will begin on June 16. More than 40 children registered for the Zoom workshops and grab-and-go kits.
- While the Teen Book Club has not met virtually yet, the Middle Ground Book Club met with a full group of 9 on June 4, and book club members were interested in meeting every other week instead of once a month. Debbie will be using funds from the Teen Reading Lounge grant to pay for 6 teen/tween art classes throughout the summer, with individual supply kits to pick up for each workshop.
- Attorney Dan Lang provided his opinion on the PNC trust and some materials for the board to consider. He could not give an opinion at this time as to the library's chances of ultimate success with litigation. After some brief discussion, it was decided that Lacey would follow up with Mike Love of CNB.

B. Chairperson's Report

IV. Board Approval

There were no items for Board approval.

V. Adjournment

With no further business to come before the board, Tina made a motion to adjourn the meeting at 5:37 PM. Seconded by Dara.

The next meeting is scheduled for July 20, 2020 at 5:00 PM.

* * *