

Meeting Minutes April 2022

Genesee Area Library Board Meeting Minutes for April 18, 2022. This meeting was held via Zoom due to Covid-19 restrictions.

Meeting call to order at 6:35 by President Chris Moser.

Attendance: Chris Moser (President/Co-Treasurer), Laura Bryant (Vice Pres), Kristine Smith (Treasurer), Sue Reed (Secretary), Lisa Werner, Mary Engle, and Erica Moses (Lib Director)

Absent: Trinity Cowburn

Motion made to accept the March 21, 2022 Meeting Minutes was made by Laura Bryant, 2nd by Kristine Smith, unanimous motion carried.

Treasurer Report by Kristine Smith

3/31/22 Bank statement balances are:

Checking \$50,847.89

Savings \$3,706.23

Credits for March were \$5,964.92

Debits we're \$3,151.94

Paid the PA Access for period of July 1, 2022 to June 30, 2023. Have bill in hand for President's bond for treasury that I will be paying. Had a hiccup in PA Revenue reporting, payments were received but it appears they didn't receive the report, they have called the library twice and I have tried to call them back but hold times are half hour or greater and I only have a half hour for lunch. Believe I found the period they were missing, and I mailed it to them. Will be doing quarterly liability reports/payments by month end for 1st Qtr.

Motion was made to accept by Sue Reed, 2nd by Chris Moser, unanimous motion carried.

Director Report by Erica Moses

Patron Count: 69 Adults, 16 Kids (2 New)

New Items: 42

Deleted Items: 385

3 Adults came to the Seed Library Kick off, and I've had a couple people stop in for seeds.

Kids programming is still hit and miss on if anyone comes or not.

We are on the schedule with Tanglewood for June 8th at 3pm. They will bill us after the event.

We received a right to know request on March 22, 2022, and a response containing our Bylaws, as well as meeting minutes from 2019 to the present was emailed to the law firm as requested on March 26, 2022. A total of 7 emails were sent. As of April 9th, no response was received so I'm assuming they received the emails and everything was satisfactory.

Conflict of Interest Statements – we approved the policy, but we did not include on how often it should be updated/signed. With terms being appointed every 3 years, should we have them done every three years or just once when added to the board? That being said, everyone should stop in and sign the current approved conflict of interest.

Sherry should have a review done. It's been a while.

I heard back from Sue Ransom, and she agreed to be on the Reconsideration committee. I did call Kim and sent a follow-up email when I didn't hear back. As of 4/9, no response.

I reached out to our friends with the watershed association and will again, be helping with summer reading on June 22nd.

JVB does an "Own a Day" that I think we could replicate here. This comes right from JVB's website: The Library's "Own-a-Day" program makes the perfect gift. For \$100, you can Own-A-Day at the library and have your gift be recognized on the receipts at circulation desks, on the flat-screen TVs inside the library, on the library's home page, and in the library's email and printed newsletters. This is the perfect way to honor or memorialize someone special, publicize a business, or celebrate a birthday or anniversary.

I think it's something we could tie into "Ed Moore Day" and keep it going.

I am attending a Director Leadership Institute by PALS (PaLa Academy of Leadership Studies) in June. It's a three-day workshop that starts Sunday, June 5th and finishes Tuesday, June 7th. Sherry has agreed to work that Tuesday so I can attend. I asked the system to reimburse the cost and decided to not attend the PaLA Conference in October.

I applied for a Libraries Connect Communities (LCC) and Broadband Resources program, a project of the Keystone Initiative for Network Based Education and Research (KINBER), the Office of the Commonwealth (OCL), and Pa Department of Education. They accepted us into their Tier A of the 2022 LCC Cohort.

(Copied from email)

As a participant in Tier A of the 2022 LCC Cohort, your library is eligible to receive the following benefits:

- Membership in the 2022 LCC Library Cohort Working Group comprised of staff at participating Pennsylvania libraries that meet in the Stakeholder Engagement Training Virtual Sessions.
- Participation in the 2022 LCC Stakeholder Engagement Training Webinars and Virtual Sessions series led by [Carson Block](#), a premier library technology expert.
- Participation in [perfSONAR](#) network analysis testing made possible by the [Engagement and Performance Operations Center \(EPOC\)](#) led by Indiana University.
- Access to the LCC Library Resource Allocation Funds through the following improvement packages: Broadband Connectivity Improvement Package, Digital Literacy Improvement Package, Library Network Infrastructure Improvement, Patron Interface & Lendable Hardware Improvement Package, and Wireless Equipment Improvement Package. These packages are designed to provide participating libraries with personalized solutions to their specific network connectivity and capability needs, and give them the ability to request funding for network connectivity projects including fiber builds and WISP solutions, plus the procurement of hardware, software and other vital network infrastructure equipment.

The goal of the LCC initiative is to empower libraries in Pennsylvania communities unserved or underserved by broadband and to help them strengthen their role as community anchor institutions by improving technology understanding and resources.

As a participant in Tier A of the 2022 LCC Cohort, you're expected to:

- View as many Stakeholder Engagement Training webinars as possible, and complete and submit all "homework" assignments via our online cloud-based platform.
- Attend and actively participate in as many Stakeholder Engagement Training virtual sessions as possible.
- Submit all reporting documents and ensure completion of all reporting requirements related to equipment purchases and other LCC funded projects/activities in compliance with all deadlines.

The OCL offered funding to support STEM based events. The funding come from the Institute of Museum and Library Services (IMLS) and the Library Sciences and Tech Act (LSTA). The purpose of the project is to give libraries with limited internet access, offline stem opportunities for youth and families to help remove barriers to STEM education. We qualified for the opportunity, and I filled out the form saying that we would participate. We will be receiving a 3Dux GOBOX Classroom Kit, Gobox Pro LED Lighting, Squishy Circuits Group Kit and Dough Kit, Strawbees New STEAM School Kit and 50 STEM bags to hand out that do not require a computer or internet connections. Everything is supposed to be delivered in early April and I need to create programing to hold during Remake Learning Days which is May 12-23.

June sent out an email saying that we are receiving a copy of the PA One Book this year. It was mailed out April 7th.

June also sent out an email about a tentative district budget and agreement for 2022/2023. The biggest change is that all the funds from collection development are being shifted to the electronic resources line and will include electronic magazines. Her email said that we can use them to supplement the magazines required by state standards but is looking into if we can use them to replace print version completely. Currently, our print magazines never circulate.

Old Business:

Ed Moore - Kristine did get a message out to Ed's family. Had not spoken to the Fire Dept but plans to go to the next meeting to discuss combining this with them.

Reconsideration Committee- Erica now has acceptance from Ashley Daniels and Sue Ransom. Never heard back from Kim Eckenroad so new names for the 3rd person for this Committee was suggested, Joan Torrey or Sue Valentine. Erica will reach out and see if one of them would be interested in being a part of the Committee.

Financial Review: Linda Twigg said extension given

New Business:

Holiday Fest - Table until Fire Dept reviews if they will be opening their hall for gatherings.

Sub-pump issue with getting the water out of the basement, Chris and Erica will attend the next Township meeting to ask them to cover this.

Plan to have early budget discussions in Sept to get it approved by Oct so we can have it turned into the Township by November deadline.

Possible fund raiser of Own Library for a Day was suggested, where you can honor/memorialize/business donations. This will be posted on our Social Media pages. Cost of this discussed and Erica will try to come up with tiers of donations.

Library Connect Resource Program for 2022 will give us updated equipment for better internet and Wifi.

Conflict of Interest forms need to be updated and signed by all those on the Library Board. Erica will have them and asks that we all stop in and sign.

Sherri Cornell raise of .50 cents was voted on and approved, Chris Moser made motion, 2nd by Kristine Smith, unanimous motion carried.

Erica's review will be due in June.

Next board meeting to be held on May 16th, 2022.

Motion made to adjourn meeting made by Kristine Smith, 2nd by Sue Reed, unanimous motion carried at 7:11pm.

Respectfully submitted,

Sue Reed, Secretary

This Meeting was not audio recorded