

**Chester Springs Library**  
**Board of Trustees Meeting Minutes**

**Present:** Board Members, James Dale, Wendy DiCicco, Kate Lamb, Allie Kring, Sarah Thompson; and Library Director, Nancy Niggel.

**Absent:** Melissa Geoghegan, Dorene Guistwhite

**Minutes:**

1. Call to order
  - The meeting was called to order by Kate at 6:14 pm and was held by Zoom due to the restrictions caused by Covid-19.
2. Approval of the minutes from May 19, 2020
  - A motion was made by Wendy to approve the minutes as submitted. James seconded the motion, and the minutes were approved unanimously.
3. Treasurer's Report
  - Dorene did not attend the meeting, however, she did provide a statement of accounts, as at May 31, 2020. We will receive a further update at the July meeting.
4. Public Comment
  - There was no public comment
5. New Business
  - The Director's Report
  - eMaterials are up 9.3% from April to May.
  - A water meter has been installed by HYS, however we will need help from the IT Dept to be able to submit the readings electronically. Also, one of the phone extensions is still not working, which may be due to the firewall on the CCLS system.
  - Curbside began June 8<sup>th</sup>, and staff are using the phone on speaker as no patrons are in the building.
  - Nancy & Ariel are working Monday to Friday. Aileen will be in the Library on Saturdays. Debra is working on processing new books and cataloging from home. Aisha is also working from home. Volunteers are not permitted for the time being.
  - The Museum passes have been extended, although the museums have not yet reopened.
  - Summer reading will be through "ReadSquared", a program purchased by CCLS after input from the member libraries. We have received donations for prizes. All age groups are encouraged to enroll.
  - Science in the Summer will be online, so all will be able to participate. There will be a lottery for some patrons to receive materials from the sponsor, GSK.

- CCLS have asked member Libraries to provide information about additional expenditures incurred due to Covid-19, as well as any loss/delay to funding. The data will be submitted to Chester County.
- Joe Sherwood, Executive Director of CCLS also joined the Board Meeting, for his annual visit. He updated the Board about some of the changes brought about by Covid-19. The guidelines for the use of State Aid have been changed to make its use more flexible. Also, the CSL Board will need to approve the library's reopening plan, based on a reduced capacity. Any changes to policy must be applied consistently and fairly.
- All returned items must be placed in the book drop even when the library reopens, and quarantined for 72 hours, in accordance with the CCLS member libraries' agreement.

#### 6. Adjournment

- The meeting was adjourned at 6:53 pm. The next meetings will take place Tuesday, July 21 at 6pm at CSL/or by Zoom.

Respectfully submitted

Kate Lamb

June 14, 2020