

## **Chester Springs Library**

### **Board of Trustees Meeting Minutes**

**January 19, 2021**

**Present:** Board Members, Melissa Geoghegan, Allie Kring, Wendy DiCicco, Sarah Thompson, Dorene Guistwhite, Kate Lamb; and Library Director Nancy Niggel; and Prospective Board members Stef Anderko, Vidhya Krishnamoorthy and Lorraine Capra

**Absent:** Peter Kim

#### **Minutes:**

1. Call to Order

- The meeting was called to order by Melissa at 6:05 p.m.

2. Approval of the minutes from December 15, 2020

- A motion was made by Doreen to approve the minutes as submitted. Sarah seconded the motion, and the minutes were approved unanimously.

3. Treasurer's Report

- Dorene reported that the YTD amount is \$5,673.10. The CCLS financials are not complete because Vanguard has not posted financial information. Dorene will meet with Peter to hand over the Treasurer duties. Peter will contact Barbacane Thornton & Co who prepared last year's 990 to prepare this year's form.

4. Old Business

- Nancy reported that the repairs to the outside of the porch are complete. We will wait for a heavy rain to complete the installation and the drywall. We do not have a quote for the second part of the project, just a quote for the outside. A few spots on the stud should be sealed to treat for mold. Nancy said the company that originally worked on the siding and drywall will probably charge to do the current repairs. The original deposit is used up.
- The bookshelves do not need to be replaced. If books aren't checked out every three years, we should remove them to make space for new material.

5. New Business

- Elections for 2021 Board of Trustees as follows:

Stef Anderko - President

Vidhya Krishnamoorthy - Vice President

Peter Kim - Treasurer

Lorraine Capra - Secretary

Sarah Thompson - Standing Member

Wendy DiCicco - Standing Member

Dorene Guistwhite - Standing Member

## 6. Director's Report

- The HVAC was serviced and a dead critter found in the heat pipe. Nancy will call Brandywine water company to check on the softener.
- The PPP loan has been forgiven.
- The Appeal stands at \$10,585.89. The average donation from the annual appeal letter was \$128.
- Peter needs to sign the signature authority form with CCLS, and go with Nancy to the bank.
- There has been no bill from HYS for the sewer.
- The Vanguard grant should be used by March. Nancy suggested we buy two passes for Elmwood Park Zoo. Everyone agreed.
- We fulfilled the 12% collection development requirement. \$22,888 spent.
- Nancy and Ariel will attend the January 26 District Children's meeting.
- Computer use was down in December, primarily due to closure, but eMaterial circulation and total circulation increased from November. Physical material decreased; eMaterial increased. Chester Springs is number 9<sup>th</sup> in eMaterial circulation.
- Nancy is hoping to fully open in February.
- Joe Sherwood, Executive Director of CCLS will attend the March Board Meeting

## 7. Adjournment

- The meeting was adjourned at 6:32. The next meeting will take place at 6 p.m. February 16, 2021 by Zoom.

Respectfully submitted  
Lorraine Capra  
January 19, 2021