

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

**October 20, 2020**

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

**Absent:**

**Minutes:**

1. Call to order
  - The meeting was called to order by Melissa at 6pm and was held by Zoom due Covid-19.
2. Approval of the minutes from September 2020
  - A motion was made by Sarah to approve the minutes as submitted. Allie seconded the motion, and the minutes were approved unanimously.
3. Treasurer's Report
  - Dorene reported that the CCLS financials for September still need to be amended.
  - We are awaiting the 990 from the auditor for 2019.
  - We have also received a gift of securities from a patron, these will be sold and added to the reserves.
4. Public Comment
  - There was no public comment
5. Old Business
  - Water is still entering the building. HYS have advised that the Chair of their building committee will be our main contact. We will obtain a second opinion from another contractor for the outstanding work. The Library will pay the remaining balances to the roofing and remediation companies, before passing them to HYS for reimbursement.
  - Nancy has all the information to file for forgiveness of the PPP Loan, except the canceled cheques, which we will obtain from CCLS.
6. New Business
  - The Board voted unanimously to apply for a waiver to the State to be exempted from the minimum opening requirements and 12% spend on materials due to Covid-19 in 2020. Kate & Melissa will sign the application.
  - The board will write to state legislators and the county commissioners requesting flat/full funding for the Library system in 2021.
  - Door count and physical circulation are down from August and year on year. eMaterials are also down from September, however, they are up 72% cf. September 2019.

- Two board members will be stepping down at the end of the year. We welcomed Stefanie Anderko and Lorraine Capra to tonight's meeting as prospective board members.

#### 7. Adjournment

- The meeting was adjourned at 6:45 pm. The next meetings will take place Tuesday, November 17<sup>th</sup> at 6pm at CSL/or by Zoom.

Respectfully submitted

Kate Lamb

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