

Chester Springs Library

Board of Trustees Meeting Minutes

May 18, 2021 via Zoom

Present: Board Members Stef Anderko, Vidhya Krishnamoorthy, Peter Kim, Sarah Thompson Wendy DiCicco, Dorene Guistwhite, Lorraine Capra; and Library Director Nancy Niggel

Minutes:

1. Call to Order

- The meeting was called to order by Stef at 6:05 pm. Stef mentioned that the book sale was successful and was an opportunity talk to library patrons and let them know that the library is open.

2. Approval of Minutes

- A motion was made by Peter to approve the minutes as submitted. Dorene seconded the motion and the minutes were approved unanimously.

3. Treasurer's Report

- Peter reported that there was not much change in the balance of the accounts for April. The equity and liability flipped. The net income was \$10,081.92.

4. Board Items

- CCLS has issued Covid mitigation updates. Patrons and staff who are fully vaccinated – two weeks after their final dose - are not required to wear masks. The West Chester library is asking patrons to wear masks in the children's section. It is difficult to separate sections in our building. The Board decided to require patrons to wear masks until May 31. New guidelines will be announced on June 1, and we will evaluate changes to the requirement at that time.
- Board members Vidhya, Lorraine and Stef participated in the legislator virtual events. Vidhya attended the meeting with Representative Howard. She reported that Representative Howard was a board member of one of libraries, and understands how the library needs grants and funding. Lorraine reported that Senator Comitta is interested in having a town hall with all of the libraries.

Stef reported that Representative Friel Otten is receptive and very supportive of the libraries and does a lot with Hankin library.

- Fundraising. Stef reached out to Nicole Richards of CCLS to see how our fundraising fits with all of the libraries. Three people expressed interest in the Friends Group when they attended the used book sale. We would like to have 3 or 4 activities to get people engaged in the Friends Group this summer. A possible activity is having a gardening day to remove branches and debris in the front of the library and plant flowers. We could ask prospective Friends and old Friends to participate.
- The Novel Tea Event with author Riley Sager on July 1 is another opportunity to advocate for the library. Stef suggested we share information about this event on various Chester Springs Facebook group pages.

5. Director's Report/General Library Updates

- Nancy reported that repairs to the Adult fiction room are complete and begin putting books back on the shelves. She got rid of a section of shelves that was damaged. Nancy purchased 3 lightweight plastic folding tables to use instead of the heavy folding tables. She offered the heavy tables to the township building.
- The used book sale on May 2 made \$303. Nancy will donate the hardback books to thrift stores and has offered the DVDs to Spring Mill Senior Living Community.
- With the Libraries Transforming Community grant from the ALA, Nancy is working with the West Pikeland Township Environmental Advisory Council to organize community conversations on using renewable energy in the township. The events are June 5, July 26 and September 11. Nancy bought books for the July 26 book discussion, and sent a press release to the Daily Local.
- Debra has been working from home. She is fully vaccinated and Nancy would like her to come back to the library on June 1 to work on circulation and cataloguing. Aisha worked 7 ½ hours; was cut back to 4 hours per week. She has young children and continues to work remotely.
- The Summer Reading activity is in place. During April and the beginning of May, we gave away frog craft kits and a gift bag to make a Mother's Day gift.

- Nancy attended the May District Librarians meeting which included a discussion of adding a discovery layer to the catalogue. If you search for a book on a topic, the discovery layer attaches any info in databases on that topic as an option. Nancy attended the May 3 West Pikeland Township meeting and the May 6 Park & Recreation Committee meeting.
- Computer and WiFi use increased by 10% in April. Circulation decreased. Nancy reported that we are trending the same as all other libraries. Total circulation from March to April decreased 14.7%. The total circulation increased 55.3% this April from April 2020. The door count increased 3.2% from last month.

6. Adjournment

- The meeting was adjourned at 7:03 pm. The next meeting will be Tuesday, June 15, 2021 at 6 pm via Zoom.

Respectfully submitted
Lorraine Capra
May 18, 2021