

Chester Springs Library
Board of Trustees Meeting Minutes
September 15, 2020

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

Absent: James Dale, Wendy DiCicco

Minutes:

1. Call to order
 - The meeting was called to order by Melissa at 6pm and was held by Zoom due to the restrictions caused by Covid-19.
2. Approval of the minutes from July 2020
 - A motion was made by Allie to approve the minutes as submitted. Sarah seconded the motion, and the minutes were approved unanimously.
3. Treasurer's Report
 - Dorene reported that the CCLS financials for August have not yet been finalized.
4. Public Comment
 - There was no public comment
5. New Business
 - The Director's Report:
 - The door count is up from July, but down year on year, as expected. Curbside pickup is still popular, and Ariel is offering "bundles of picture books" for young families. We continue to offer private appointments for those who request the service. Browsing time is still restricted.
 - eMaterials are an increasing part of the Library's circulation.
 - Online programs are going well, with Nancy and Ariel providing "live" story times online, as well as one off events. Yoga will return in the fall.
 - Nancy & Ariel are working Monday to Friday. A longtime volunteer has returned on Tuesday and Thursday afternoons.
 - All staff members now have email addresses, as salary advices are being emailed.
 - Staff clearances are due to be renewed. The Library will reimburse this expense.
 - All returned items continue be placed in the book drop, even when the library is open, and quarantined for 72 hours in accordance with the CCLS member libraries' agreement.
 - Nancy has obtained quotes to repair the drywall damaged by the water leak.
 - The water meter installed by HYS appears to be working.
 - New Board Members are needed for 2021, Melissa will take this forward.

6. Adjournment

- The meeting was adjourned at 6:30 pm. The next meetings will take place Tuesday, October 20th at 6pm at CSL/or by Zoom.

Respectfully submitted

Kate Lamb

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