

Chester Springs Library
Board of Trustees Meeting Minutes

August 13, 2018

Present: Board Members, Wendy DiCicco, Allie Kring, Kate Lamb, Cesar Madarang, Sarah Thompson; and Library Director, Nancy McLaughlin.

Absent: Melissa Geohegan, James Dale.

Minutes:

1. An Executive Session was held Sunday, July 29 at 2pm, to discuss personnel, and the appointment of a new Director.
2. An Executive Session was held Wednesday, August 1 at 7:15pm to discuss personnel, and the appointment of a new Director.
3. Call to order
 - The meeting was called to order by Allie Kring at 6:07pm.
4. Approval of the minutes from July 17, 2018
 - A motion was made by Wendy to approve the minutes as submitted. Cesar seconded the motion, and the minutes were approved unanimously.
5. Treasurer's Report
 - No Treasurer's Report as the figures for July are not yet available from CCLS.
6. Old Business
 - Facility issues were discussed. We believed that the roof has been patched by HYS at the end of last week, however, heavy rain on Monday, August 13th led to a leak. It was proposed that we spend up to \$3500 to have the roof repaired and deduct it from our rent to HYS. Sarah proposed the motion, it was seconded by Cesar and the vote was unanimous. Allie will coordinate the repair and will first give HYS the opportunity to organize the repair.
 - The salt needs to be replaced in the water filter, last year we paid approximately \$150 for this item. Cesar volunteered to do it for the cost of the salt.
 - The basement window still needs to be fixed. HYS have scheduled an engineer to look at the collapsed drain in the car park. Sarah volunteered to have the numbers added to the mail box, (1709).
 - Personnel Policy, Wendy will ask an attorney known to her and report his comments back to the Board, he is on vacation this week. She has received the updated document from Agatha Lyons.

- The battery for the WiFi needs to be replaced, Nancy will coordinate with CCLS who are responsible for this item.
- Behavioral Policy, we have found a poster, and Melissa will have it produced in poster size.

7. New Business

- It is proposed that we buy a Library Flag for the new building, similar to the one we had, along with a sign to direct patrons to the car park. Cesar mentioned that we have funds already approved in the Budget for this and to go ahead with the purchase.

8. Director's Report

- The Library has been busy with summer reading and other programs.
- Circulation in July has increased compared to June. E-media has increased 55% over last year's circulation.
- Build a Band has been scheduled once a month for Sept, October and November. Legos and story time have also been added. Melissa and Kate will meet with Priscilla on Tuesday, August 21 to further discuss programming for the fall.

9. Adjournment

- The meeting was adjourned at 6:48 pm. The next meetings will take place on Tuesday, September 18, 2018, at CSL.

10. An Executive Session was held following the regular Board Meeting.

- The posting to select a new Executive Director has been reopened, with a closing date of September 21, 2018.

Respectfully submitted

Kate Lamb

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