



**BERKS COUNTY PUBLIC LIBRARIES
Board of Directors Meeting
May 19, 2021 7:00PM
Virtual Meeting
MINUTES**

A regularly scheduled meeting of the Board of Directors of Berks County Public Libraries was held virtually on Wednesday, May 19, 2021 using the Microsoft Teams platform.

Board Members Present: Dr. Eve Kimball - President, Ginny Hand - Vice President, Dr. Debbie Noel - Secretary/Treasurer, Charles Jones, Helen Flynn, Arleny Pimentel

Board Members Absent: Mary Ellen Wells

System staff present: Amy Resh, Library System Administrator; Alison Trautmann, Outreach Services Coordinator; Jeff Smilko, Technology Coordinator

District staff present: Marissa Guidara, District Youth Services Consultant

Advisory Committee members present:

Alicea Rodig, Bernville Area Community Library	Karen Cook, Mifflin Community Library
Mary Walsh, Bernville Area Community Library	Melissa Adams, Muhlenberg Community Library
Mike Najarian, Bethel-Tulpehocken Public Library	Paul Hoh, Reading Public Library
Christine Mittura, Boone Area Library	Mindy Cohen, Robesonia Community Library
Mary Picariello, Boone Area Library	Susan Eshleman, Robesonia Community Library
Rob Kistler, Boyertown Community Library	Alyssa Bushkie, Robesonia Community Library
Karen Winegardner, Brandywine Community Library	Ben Robitzer, Sinking Spring Public Library
D Michael Bennethum, Exeter Community Library	Lisa Hoopes, Spring Twp; West Lawn/ Wyomissing Hills Library
Lois Geist, Fleetwood Area Public Library	Lisa Betz, Village Library
Chelsea Williams, Hamburg Public Library	Maria Long, Village Library
Bob Angelo, Hamburg Public Library	Bridgid Good, Wernersville Public Library
Mindy Wagaman, Kutztown Community Library	
Janet Yost, Kutztown Community Library	

Call to Order: Dr. Eve Kimball called the meeting to order at 7:00 PM.

Pledge of Allegiance: Dr. Eve Kimball led the Pledge of Allegiance.

Public Comment: No public comment.

Approval of Minutes: Ginny Hand made a motion to accept the minutes, of February 24, 2021. Arleny Pimentel seconded. Minutes were unanimously approved.

Treasurer's Report: Debbie Noel reported no items in the budget have been out of the ordinary and moved that the Treasurer's Report be accepted. Charles Jones seconded the motion. The report was unanimously accepted.

Correspondence: No correspondence.

Administrator's Report: Amy Resh shared her report with the Board and Advisory Committee members (The full report is attached)

A few items were highlighted:

- Resh, in coordination with Stephanie Williams, Reading District Consultant, hosted four virtual trustee orientation sessions. The sessions were very positive and well received. The video can still be watched on demand: <https://sites.google.com/view/the-hq/bcpl/administration/trustee-resources?authuser=0>
- Donations for the Book Bonanza are now being accepted at the Berkshire Mall location, near the door for Five Below. The 'hands free' drop offs are running through June 3rd at the following times:
 - Mondays and Tuesdays 9:30AM - NOON
 - Wednesdays 6-7:30PM
- The Berks Library System will be celebrating its 35 year anniversary in July! Amy, in coordination with the Advocacy Committee, is seeking suggestions for new and inventive ways to kickoff the celebration. The focus of the celebration will be on advocacy and education. Suggestions can be made to the committee via comments@berks.lib.pa.us.
- There will be five stops from the Mobile Job Lab in various locations, such as: Hamburg, West Reading, and Boyertown. Dates for the upcoming stops will be posted on the library website, berkslibraries.org.

Committee Reports:

Finance Committee: Debbie Noel reported that previously the Finance Committee had adjusted the 2022 funding formula to use the 2019 circulation and computer use data due to disruption caused by adjusting to pandemic safety requirements/disruption caused by developing safety procedures during the pandemic. The Finance Committee met on May 11 via Zoom. Attendees included: Debbie Noel, Eve Kimball, Mary Ellen Wells, Amy Resh, and Alison Trautmann. The purpose of the meeting was to establish the data to be used for the 2023 funding distribution. Following a review of data and library member feedback, it was determined that the 2021 circulation and computer use data will be used for the 2023 funding formula, pending another catastrophic emergency.

Advocacy Committee: Arleny Pimentel reported that the Advocacy Committee met on March 23 via Zoom. Attendees included: Arleny Pimentel, Ginny Hand, Helen Flynn, and Amy Resh. The committee reviewed the role of the committee and established a schedule for ongoing meetings between regularly scheduled Board meetings. The primary focus for the near future will be the gathering of ideas for the 35th anniversary celebration in July. Any members with ideas, or suggestions, may reach out to Arleny Pimentel or Amy Resh.

Old Business: Charles Jones moved to accept the Guidelines for appropriate Listserv use and behavior as was presented at the February meeting. Arleny Pimentel seconded the motion. The guidelines were unanimously approved.

New Business: The draft of the new *Cataloging and Processing Policy* was introduced for the first reading and a draft was provided to all members. Dr. Eve Kimball requested clarification defining the Polaris System. Amy Resh clarified that Polaris is the shared database used by all member libraries to maintain bibliographic records for collective use. Any additional comments, or questions, related to this document can be forwarded to comments@berks.lib.pa.us. The final draft of the guidelines will be voted on in August.

District Consultant Report: Amy presented Stephanie Williams's report and highlighted the following information: The District Negotiated Agreement was approved by all library directors on April 27, 2021 and submitted to the Office of Commonwealth Libraries for their approval. The agreement will be in effect from July 1, 2021 through June 30, 2022. (Stephanie's report, including the full agreement and budget, is attached).

Announcements: One question was asked from an attendee. "When will Libby go back to 21 days?" Amy was not sure as this is a district service. As such, Stephanie Williams will be able to provide an accurate response. stephanie.williams@reading.lib.pa.us

Adjournment: Ginny Hand moved for adjournment. Charles Jones seconded. The meeting was adjourned at 7:23 PM.

Respectfully submitted,

Debbie Noel
Secretary, BCPL Board

***Next Meeting: August 18, 2021 7:00PM
System Headquarters: 1040 Berks Road, Leesport PA 19533***