

Muhlenberg Community Library
Board of Trustees Meeting Minutes
October 12, 2020 – Via Zoom

Call to Order: President Linda Roebuck called the meeting to order at 6:32 p.m.

Attendees: Terry Heckman, Lori Madara, Linda Roebuck, Judy Schwambach, Karen Schreiber, Diane Benson, Joe Yarworth, Joan Crater, Cathy Meck.

Absent: Kathy Felker.

Also Attending: Melissa Adams, Library Director.

Consent Agenda: Joe made a motion to accept the September Minutes and Monthly Library Report. Karen seconded it. The motion passed unanimously.

Treasurer's Report: Was filed for audit.

Correspondence: We have been receiving donations and thank you letters will be going out. We need to put on Facebook the businesses that have helped us during the restoration, which will be followed up with a mail-in thank you once the Library is up and running.

Library Director's Verbal Report:

Coronavirus Planning/Opening to the public:
Nothing new to report at this time.

Water Damage/Renovation Update:
Project is moving along; however, there been some changes to the timeline. Melissa is waiting for an updated timeline.

The insurance company has now received the Statement of Loss and will likely move to issue a check soon. Ken is keeping Melissa informed as the process continues.

The Library will need to pay approximately \$36,000 for the renovation. This includes the \$25,000 deductible and the carpet upgrade and the plumbing.

Waiver:
Resolution for Waiver of Standards for the completion of the Plans for State Aid. This resolution acknowledges our library's request to waive state standards for the year 2020 due to COVID-19.

Personnel: Some of the employees are working on projects from home. Others are using vacation time or taking no pay. When the books need to be put in place there will be extra hours. The hours will not exceed 40 hours per week.

System Meeting: Will be on November 18, 2020. Joe has a conflict, so Linda will be representing our Library.

Old Business:

Online raffles are going well.

Nellie Water has put our dates on her calendar for 2021.

We will donate some of our used books to the Book Bonanza.

Need to acknowledge and thank Laureldale Borough for the use of their shed and also to D.S. Smith for the 340 boxes that they donated to pack our books up.

New Business:

October 26, 2020 at 5:30 is the Township Budget Meeting.

Waiver of Standards for Plans for State Aid – Joe made a motion to ask for a waiver. Cathy seconded it. The motion passed unanimously.

Kinteco Screen Printing on Kutztown Road – as a fundraiser we could have them make Library T-shirts and sweatshirts to sell. They would promote and handle the sales and we would get 50 percent of the sales. We need to come up with a logo or design that we would like to use.

See's Candies – offers fundraisers for organizations. They would have a website for us, and people would order the candies from them. We could do this in time for Valentine's Day and/or Easter.

The meeting dates for 2021 are as follows and will be advertised in the Reading Eagle:

January 18 at **6:00 p.m.**

February 8th at 6:30 p.m.

March 8th at 6:30 p.m.

May 10th at 6:30 p.m.

June 14th at 6:30 p.m.

July 12th at 6:30 p.m.

September 13th at 6:30 p.m.

October 11th at 6:30 p.m.

November 8th at 6:30 p.m.

December 13th at **6:00 p.m.**

Adjournment: The meeting was adjourned at 7:15 p.m.

Dates to Remember:

Next meeting **Monday, November 9, 2020 at 6:30 p.m.**