

Library Board Meeting
August 16, 2022

Call to Order

Approval of Minutes from June meeting

Public Comment

Building and Grounds:

- New exterior lighting was added to the parking lot, entrances, and flagpole. Lights come on at 6pm and go off at 10pm. Will add LightDims to soften LED output on a dry day.
- Baxter's PHE is fixed Unit 1 of the HVAC system: circuit board and blower failed. Unit 3 outside will need a new blower next spring.
- Pine Valley said they will get to the landscaping soon.
- Royal Rangers will plant a Children's bulb garden around the flagpole this fall.

Secretary's Report

Vice President's Report

- Need a Seneca DAC Committee member.

Director's Report

- 2023 a possible 17% increase in State Aid.
- FSC systems quote.
- 8/15 Eldred Borough Council Meeting went well.
- Otto Township: no response to communications.
- MG PaLA Conference October 16-19 (Harrisburg): Need a budget: \$1,150.00
 - 2-day Conference Cost: \$295
 - 3-day Hotel Cost (PaLA rate): \$496.17
 - Dinner for 3 nights: \$60-75
 - Mileage: 386 miles x .625 = \$241.25
 - Parking: \$30 (\$10 per day)
- Annual Library Dinner Auction: November 5th at Star Hose Company #1 Fire Hall
 - First meeting is September 1, 2022 at 6pm in the library.
- Returning to 9-4 on Saturdays on September 10.

Treasury Report

- Edward Jones Investment paperwork needs updated signatures.
- ARP reimbursement requests complete. We spent \$6,987.12 and reimbursements should come in Direct Deposit.

- KINBER is giving Databranch \$9,500 for a Technical Service Retainer (TSR) for SWS.
- McKean County Community Foundations Joe DeMott Grant: \$600 to restart Senior Lunch & Learn.
- Port Allegany Rotary gave a Trust Fund check of \$10,000.
- Happy Hour income: \$1,749.66. People are already asking for another.

Executive Session

- Personnel

Next Board meeting September 13, 2022 7pm

August 16 Meeting Minutes: submitted by Recording Secretary Ann Gardner

Meeting was called to order at 7:05 by Vice President Melanie Hallows. Members present :Melanie Hallows, Becca Gardner, Christa Schott, Amanda Gustafson, Jessica Clark, Mary Grace, Ann Gardner. Leslie LaBarte Seneca District Consultant was present on zoom.

- Motion to approve June minutes was made by Christa Schott 2nd by Becca G. Minutes were approved.
- Public Comment: Risha Johnson and Bill Robinson attended to discuss the new library lighting, they are concerned that the exterior lights are too bright on their house. They would like the lighting to be dimmed, Mary Grace told them the lights have been angled down as far as they will go, but we have dimmer covers to put on them. They also want the free WiFi turned off at night and the interior library lights turned off, Mary Grace and Christa Schott explained to them 24/7 WiFi is a state standard of public service and people coming home from work like to use it. The interior lights are security lights. The Board thanked them for coming in and said we will work on making adjustments to the exterior lights (adding dimmer covers).
- Building and Grounds: new outside lighting was added to the parking lot, entrance, and flagpole. Lights will come on at 6 pm and go off at 10 pm. Will put dimmer covers to soften the LED lights.
- Baxter's PHE is fixed unit 1 of the HVAC system: the circuit board failed. Unit 3 outside will need a new blower next spring.
- Vice President's report: we need a District Advisory Council (DAC) committee member. Membership is on a 3 year rotation and there is only about a year left for SWS. Mary Grace is the current DAC President.
- Directors report: 2023 a possible 17% increase in State aid. We will need to meet their criteria. Quote from FSC systems is 1,189.00 to hook up our internet. A motion was made by Jessica Clark 2nd by Becca Gardner to hook up the internet with FSC system, motion carried. 8/15 Eldred Borough Council meeting went well, they want to stay in the library's service area and will discuss the amount of their LFE at their next scheduled meeting in September. Otto Township has not responded to the library's letter sent in November 2021 or emails and phone messages left in 2022. Leslie LaBarte will begin the process of removing Otto Township from the library's service area. It is expected that by January 2023 Otto Township residents will have to pay an annual fee for a library card and will lose access to District services (ILL, OverDrive, databases, etc). Mary Grace will be attending the PaLa Conference October 16-19 (Harrisburg): need a budget of: 1,150.00. Motion was made by Christa Schott 2nd Jessica Clark to approve travel expenses. Motion was approved. Annual library dinner auction will be November 5th at Star

Hose Company #1 Fire Hall. First committee meeting will be September 1, at 6pm in the library. Library will be returning to 9-4 on Saturdays starting September 10.

- Treasurer's report: Edward Jones Investment paperwork needs updated signatures. This was taken care of at the end of the meeting. ARP reimbursement requests complete. We spent 6,986.12 and reimbursements should come in Direct Deposit. KINBER is giving Databranch \$9,500 for a Technical Service Retainer (TSR) for SWS. Port Allegany Rotary gave a Trust Fund check of 10,000. A motion was made by Becca G, 2nd by Christa S. Motion was approved to put 5,000 in the building fund and 5,000 operating. Motion was approved. Happy hour income was 1,749.66. People are already asking for another.

9:00pm Executive Session: Personell

9:20pm return to Library Board Meeting

- Board has authorized: Vice President: Melanie Hallows, Treasurer: Becca Gardner, Liberty Township: Jessica Clark to sign Edward Jones Business Account Agreement.

Meeting adjourned at 9:26. Next Board meeting September 13 2022.