

Western Allegheny Community Library

August 17, 2020

Meeting Minutes

Virtual Attendance: (This meeting is being held via ZOOM and in person due to COVID 19). In person attendees included: .Loretta Hennemuth, Terri Conosciuto, Amy McDonald, Patty Giura, Pam Perry, Erin Carlisle, and Via Zoom included: Tim O'Sullivan, Bill Stout, Barb Piskorik

Call to Order: Board meeting was called to order at 8:01 pm by President Terri Conosciuto

Motion to approve agenda: We are adding 3 items to our agenda. A motion was made to amend the agenda as presented Erin, first; Patty, second. All were in favor. Motion carries

Motion to approve minutes from July meeting: Erin first, Patty second. All were in favor. Motion carries

Motion to approve July Financials: Pam, first; Erin, second. All were in favor. Motion carries
Treasurers' report; Treasurer Patty says that we are on track to stay within budget for 2020

Library Director's Report: Norene and Heather did an awesome job adjusting the schedule for the quarantines following a staff member vacation. WE are the ONLY library in the system that is offering full service! Way to go WACL. There have been many changes within the staff. Amy is handling. We will offer outreach to preschools who want the outreach. Amy will take two classes this semester to continue with her schooling. Fall programming will be virtual. Library is still trying to keep the longstanding gingerbread house tradition alive for this year. Only library in the county that has an app! We are now offering full online Pittsburgh Post-Gazette. Truck Touch has been cancelled. 450 appeal letters are set to go out this month! WE have new match providers this year thanks to the hard work of our director and her staff! They are all juggling the roles of development director! Allegheny County is receiving funding through the federal Cares Act. The County Executive has decided to direct some of that funding toward RAD assets that received cuts due to the pandemic. Libraries are to be included in that. It is our understanding that ACLA will receive, a lump sum payment equal to the 20%cut that RAD had to impose, which should be passed down to individual libraries.

Committee News and Reports:

Building and Grounds: Chairperson Bill reported that the roof is underway to make repairs.GW Roofing company will replace the roof where water damaged occurred. Roof should be repaired, beginning in September. We will replace air conditioning unit above Amy's office before the roof repair. Hot water heater will need to be serviced. Repair of storm drains at the bottom of the driveway. They are currently a hazard to those entering and exiting the library.

Finance Committee Chairperson Patty discussed with the committee what to expect in revenue next year. We would have a \$50k reduction in revenue in 2021. We are hoping to use surplus from this year, as well as the RAD funds to help keep the budget intact. We were not sure that we would receive all of the originally planned for RAD monies, but RAD is now hoping to give us what was promised from the monies that they are receiving from the COVID monies. Finance committee will have a meeting before next month to get budget in order.

Governance Committee: Erin read the inclusion and diversity policy as prepared by the governance committee. Erin also asked for anyone interested in leadership roles for next year.

Personnel Committee: A number of items were discussed during our personnel meeting. Several policies will need to be updated and presented at the next board meeting for approval. All will be presented in September.

Development and Fundraising: All of our fundraising programs have been cancelled for the year due to the Covid-19 pandemic. We will be focusing on Love your library month in September. Appeal letter is ready to go. Community Poker is a potential replacement fundraiser. Businesses would be partners for an incentive for community to frequent the businesses. We will table the idea for future

Old Business: No old business

New Business:

- a. WACL POP New logo Proposal as presented by Youth services. Patty first and Erin second. All in favor. Motion carries
- b. Coming out of Building and Grounds, a motion was made \$11,675 to be taken from investment account for HVAC above Youth services and Amy's office Unit #3 to be replaced All were in favor motion carries
- c. Coming out of Personnel committee remove confidentiality policy and just leave privacy policy as it covered. All in favor. Motion carries.
- d. Diversity and Inclusion Policy All in favor. Motion carries.
- e. Board Dynamics Erin discussed with the board how to logistically set a meeting that is procedurally correct

Motion made to adjourn by Tim at 9:12pm.