

## **Western Allegheny Community Library**

December 15, 2020

### **Meeting Minutes**

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

**Call to Order:** Board meeting was called to order at 6:34pm by President Terri Conosciuto

**Motion to approve agenda:** Patty, first; Erin, second. All were in favor. Motion carries

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

**Motion to approve November Financials:** No financials are available as of yet. Our meeting was moved one week earlier, and financials were not ready.

**Library Director’s Report:** Our library Director, Amy, has scaled back staff to comply with November 23 orders of shutdown by Governor Tom Wolfe in order to curb the spread of Covid 19. Of the 72 ACLA Libraries, only 3 are open....Greentree, Springdale and WACL. At the meeting, our trustees spent some time discussing this information. Currently our school district is remaining open, so it makes sense for us to follow the school district. Amy will use her best judgement in deciding when, or if, it is time to close. Currently, the staff would also like to remain open and Amy has devised a plan to have fewer staff on site, while some are working from home. In addition, our book sale raised \$2,038. Vendor show raised \$1,344. We received our matching grant from September’s, “love your library” month, and we were pleased to receive \$7,371 from the Jack Buncher Foundation. We were in the top 10 of matches received! Way to go staff!

### **Committee News and Reports:**

**Building and Grounds:** Chairperson Bill submitted a list of current items in which to focus in 2021. Tim and Bill discussed the new proposal from Commonwealth Energy Group to replace our lighting and 4 HVAC units with a long term payment plan. This plan will save us money monthly on our energy bill and will help us to replace the HVAC units with a monthly payment. Trustees will receive more information about this plan so that we may make a decision in January.

**Finance Committee:** Chairperson Patty reported that there is an updated budget for 2021 prepared by Amy and Patty. The vote for the updated budget will be held in New Business.

**Governance Committee:** No report.

**Personnel Committee:** Chairperson Pam reported that our Library Director’s Performance Evaluation was completed in person on December 7, 2020 for the 2020 year. Many good comments for our director came from staff and board. Thanks to our Director for her dedication and passion for our library! Keep up the excellent work! Personnel and Amy will work on goals for next year to add to the file.

**Old Business:** *No old business*

**New Business:** *Motion to approve the updated 2021 budget as presented and amended. All in favor;  
Motion carries*

**Motion to adjourn by Erin at 7:41pm**