Minutes

Crafton Public Library Board of Trustees Meeting, Tuesday, September 21, 2021 @ 7:00 pm

Attending: P. Kohberger, C. Talerico, S. Wilson, D. McKay, A. Mihalega, A. Zolkeiwicz

The meeting was called to order and the minutes from the July board meeting were accepted.

**President’s Report** – Daniel McKay was introduced to the board. His term of office will be three years.

Alexandra Miragaia da Sousa McHugh (and her 1-year-old daughter, Francesca) was introduced as a candidate for a board seat. Alexandra was attending the meeting as an observer.

**Treasurer’s Report** – Cheryl presented the August financials to the board. Monthly and annual revenue and expenditures are where they should be. 13% of the budget is being spent on collections and programming which is above the 12% required by state law. Our investments are doing well this year.

There were no questions about the draft of the 2020 990 form and our acceptance of it will be communicated to ACLA and the CPA firm.

The board was given a draft 2022 budget for discussion. Alyssa put it together based on the 2021 revenues and expenses. The unknowns are the RAD and table gaming allocations as revenue and personnel costs as expenditure. State aid to libraries is flat for 2022. Crafton’s expense for access to electronic resources will more than double in 2022 due to the increased use of eresources in the past year. The board informally accepted this budget pending notification of RAD revenue and staff salaries based on the annual performance appraisals.

The board discussed the possibility of asking Crafton Borough Council for an increase in their annual allocation to the library. For the past two years we have received $82,000 annually. During this time our personnel, collections and eresources expenditures have risen and, due to the pandemic, our programming costs have decreased slightly. The board felt that a case can be made for a request for an increase of $12,000 annually to cover increased costs. Paul, Cheryl and Alyssa will draft a letter and send it to the board for discussion.

**Director’s Report** – The statistics for the previous two months received no comment from the board. In-house use of the library is still below pre-pandemic numbers.

The Pitt Partner has started his work at the library. His name is Ian Bennet and he will be primarily working with Alyssa and Anna on the archival collection.

The Love Your Library fundraising is going well. We have received $4,770.30 so far this month.

Alyssa has been reappointed as the Librarians Advisory Committee secretary. This will be her third year.

**Old Business** – There has been no progress on getting a temporary repair for the children’s room roof. Gateway Engineers looked into a repair and said it would cost $20.000 and they could not guarantee that it would address the problem. We are still on schedule for a March 2022 roof replacement.

Jerry sent an email to the board indicating that Megan Grabowski would be willing to co-chair a friends group. She does not want to do it by herself. The board was asked to suggest names for a co-chair with Megan. The board will also have to go over our current documentation for a friends group to see if it needs to be modified.

**New Business** – Paul, Alyssa and Anna will be speaking to the Crafton-Ingram Rotary on the 29th about our photograph digitization project. During the discussion, Alexandra McHugh suggested that we check with the Parkway West school of carpentry to see if they would be willing to build a horizontal display case for us as a class project.

The board discussed resuming in-house programming for the fall. Alyssa has met with Mikayla and Tracy and has a plan for moving programs for adults back to the library. Below is Alyssa’s plan:

*This fall we will be bringing the following adult programming back into the library with conversation salon, cookbook club, book club, and yoga—masks required as long as transmission is high or substantial.*

*Teen programming will be hybrid. Twice weekly Discord programs will continue with an in-person game night replacing one of those programs every other week. Game night will be outdoors until it gets too cold at which time we will decide whether we want to bring it into the library. (We likely will.)*

*Children’s programming will continue in-person outside for as long as weather allows, at which time we will move back to exclusively virtual programming as children cannot be vaccinated and often have difficulty remaining masked and distanced. Should the vaccination situation change, we may reevaluate this decision.*

On October 22 the library will participate in the “Pumpkin Pickup”. The board also discussed possible holiday programming.

**Announcements –** Reminder to the board to donate to the Love Your Library fundraiser before the end of September, if they have not done so already.

Reminder that the November board meeting is the officer’s reorganization meeting.

**Audience Questions/Comments** – None

The meeting was adjourned at 7:57 pm.