

**Western Allegheny Community Library**

February 15, 2021

Meeting Minutes

**Virtual Attendance:** (This meeting is being held via ZOOM due to inclement weather!).

Attendees included. Mary Ann Wiesner, Amy McDonald, Pam Perry, Erin Carlisle, Tim O'Sullivan, Barb Piskorik, Patty Giura, Skip Shemon, and a special welcome to our newest board members: Michele Conti (North Fayette) and Zac Wassel (Oakdale) .

**Call to Order:** Board meeting was called to order at 7:21pm by President Erin Carlisle.

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

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

**Motion to approve January Financials:** Tim first; Mary Ann second. All were in favor. Motion carries  
**Treasurers' report:** Patty (Treasurer) reported that the finance committee would like to have another column added to the financials, identifying which line item of our budget each check is attributed to. She also shared that we have been approved for the second round of PPP loans, in the amount of \$64,969.55. Last spring, we applied and received funding from the first round of PPP. Amy has applied for forgiveness and are waiting to hear back from the SBA.

**Library Director's Report:** We are operating with a full board. Oakdale and North Fayette have both filled empty positions. Welcome to Zac Wassel and Michele Conti! Amy reported that the library had to close from Jan 24 to Jan 31 due to a staff case of COVID. All is well and no in-library transmissions occurred thanks to the hard work of our director and her staff. Our in-person programming has been going well, again thanks to the director and her staff. This summer, our goal will be to support the schools by creating an array of hybrid (in person and virtual) programs designed to help bridge any gaps caused by the effects of COVID on student learning. Amy shared insight into The Hill Group's "Recommendations to Implement Library Shared Services in Allegheny County" as requested by RAD. While willing to move forward with additional shared services, LAC has identified several challenges and obstacles with the presented plan; they have sent a letter to the RAD Board. Amy will keep us apprised as things develop/change. Three members of the WACL Board joined Amy in attending ACLA's Unleashing Your Board Superpowers training and will be presenting later in the meeting. There is currently a circulation clerk position open, the library has advertised the opening in a variety of venues. VITA has begun their free tax service for eligible residents with an income less than \$60,000. They will be offering these services three days a week through the middle of April. This spring, Gee will be attending Library Journal's professional development: Equity in Action: Fostering an Anti-racist Library Culture.

**Committee News and Reports:**

**Building and Grounds:** Tim (Chairperson) had a committee meeting earlier this evening and updated the Board on important issues. The roof replacement will be handled early spring. The contract for the Energy Upgrade Project has been signed and we expect that to occur within the next month or so. Tim has also compiled a wish list of things for the library building and will conduct a walk through with the committee to discuss those items.

**Finance Committee** Patty (Chairperson) reported that the finance committee will continue to work with Marie to adjust the financial reports, so they are more easily understood by the Board. The finance committee has request 5 quotes from area lenders to refinance our mortgage. The best quote was presented by First Commonwealth Bank. A refinance with First Commonwealth would save us roughly \$400 per month. The committee motioned to accept First Commonwealth's proposal and refinance with them in order to take advantage of the lower interest rates. The board voted unanimously to accept the proposal. Motion carries.

**Governance Committee:** No report. The committee will be meeting in March.

**Personnel Committee:** No report. The committee will be meeting in March.

**Motion to approve the committee reports** Tim first; Erin second. All approved. Motion carries.

**Old Business:**

- a. The new policy for Exposure to COVID passed via an email vote. The results of the email vote in the January minutes. The board sustained the email vote. The policy has been uploaded to the library website.
- b. The approval to pay for the Energy Upgrade out of the investments account passed via an email vote earlier in the year. The results of the email vote are in the January minutes. The board sustained the email vote.

**New Business:**

- a. **Supercharging the Board.** Three members of the board (Mary Ann, Barb and Pam) and our library director attended this series, offered by ACLA, to learn additional strategies for how the board can work more efficiently. The committee made a presentation to report our findings. New ideas will result from additional information gained during the series.
- b. **Fundraising.** Amy discussed the importance of creating new ideas for fundraising during 2021, in light of the current COVID situation. We will set up a meeting to brainstorm potential ideas to fill the void of in-person events that typically occur in early spring. We also plan to discuss ways to make FFYL a possibility while being attentive to the social distancing, etc.

**Motion to adjourn by Zac at 8:30pm, seconded by MaryAnn.**