
Board of Trustees

Meeting Minutes. Meeting held via Zoom
September 10, 2020

Attendance: Eleanor Schneider, President, Jack Bernstein, Vice President, Miryam Roddy, Secretary, Judy Trichon, Treasurer, Jeff Rubin, Rita Kenney, Mitchell Fink John D'Ascenzo, Pam Dull, Library Director, Joe Canale, Lower Moreland Township Commissioner, Karen Schwartz, Friends of Huntingdon Valley Library.

Meeting called to order by Mrs. Schneider at 7:30 pm.

**Mr. Bernstein made a motion to approve August 2020 Board meeting minutes
Mrs. Roddy seconded the motion. Motion passed.**

Public Comment

None

Old Business

Retirement of the former cleaning team was discussed. As they are not versed in virtual meeting technology, it was decided Pam, Eleanor and any other Trustees who would like to, will recognize them in person in library, with card and plaque, date to be determined.

Pam Dull shared that we received a \$700 grant, which reimbursed Vanessa, Youth Services Librarian, for Summer Reading expenses.

- Waiting for SBA loan forgives updates for PPP. HVL has kept accurate records of how funds were spent.
- Chris Hoffman and Steve of LM Township are coordinating installation of new doors at the library. Half of the \$8,160 cost will be paid by Township. Date for work will be scheduled for completion by end of September, once 1/2 deposit is paid by library.

Treasurers Report

Mrs. Trichon shared Treasurer's report. She said that moving forward, library will require more advanced fiscal planning due to Covid-19 pandemic closure. We will need more aggressive grant seeking/submissions. This is also especially true given the State of PA proposed funding cutbacks for libraries. It hasn't looked this bad since 2009 cutbacks.

Mrs. Trichon mentioned new Township dwelling tax increases for library that will help a bit. Mr. Canale concurred — a higher, new construction assessed rate will result in tax revenue increases for LM Township. At Mr. Canale's recommendation, Mrs. Dull said she will reach out to Township office for help obtaining the latest numbers/data to assist her 2021 budget projections/planning. Mrs. Trichon agreed it's important to consider all

Board of Trustees

new tax information as 2021 budget is revised. The library budget will be presented to Township on 9/30.

New Business

Mrs. Dull shared plans to add more open hours by end of September/beginning of October. Still limit patron access to 15 maximum people, wearing masks and socially distanced. They can spend 20 minutes inside, 30 minutes if they reserved a computer.

She also shared that adult volunteers wanted to return, and the library will allow Teen Advisory Board to resume virtually, as the students said they need their volunteer hours for National Honor Society.

Mrs. Dull also shared that new, outside seating will be added to front courtyard. The WiFi is accessible from the courtyard.

Miryam Roddy shared that the school district has fully begun its hybrid model, explaining how grades were split by alphabet, deciding which 2 days are in person, with Wednesdays being all virtual. Some students chose all virtual. She also explained library may see more high school students once the new program started — certain Juniors and Senior who qualify can start school after first period and also leave early when they have study halls first or last period. These students who leave early must leave the school campus, so may walk down to library, especially if they are waiting for rides.

Mrs. Dull shared she will be meeting library insurance agent in September to discuss aspects of our reopening plan.

Mr. Fink will be reviewing the Budget Narrative file with Mrs. Dull. She reminded board that September 21 is Library Advocacy Day, and PA is budgeting less for libraries, we should all contact local representatives for greater fiscal support from state. A reminder will be sent regarding this so we can contact reps to ask for more funding.

Mrs. Dull also shared that we will need State hours-open requirement to be waived as due to Covid-19 we weren't able to open as normal. She shared Abington Library is still contactless scheduled pickups only, not open. Mrs. Schwartz asked how it worked if more than 25 patrons wanted to come into HV Library. Pam said overflow patrons wait outside and staff make announcements, and those done leave. System has worked well, and people are happy to comply.

Mrs. Dull shared that we may have a budget shortfall in 2021. The main issue is increased cleaning costs associated with Covid-19 safety protocols. She said we may need an RFP to go out and/or share costs with Township down the road. We now pay an outside contractor, and have already surpassed last year's cleaning costs for entire year (with 4 months to go). She reminded the board that these cleaning costs haven't yet included upstairs meeting room and other meeting room in library, which haven't

Board of Trustees

been in use. Current proposed 2021 budget considers a “return to normal” use of all space by mid 2021.

Director’s Report

- Assistant Director, Christy DeMallie, will start September 14. She will also be new computer go-to staff member.
- Mrs. Dull sent a fundraiser letter to past donors, and budgets for 2022 and 2023 will need a focus on grant money. After she meets with the Township, the Finance Committee will meet before September 21, Township library budget presentation.
- Mrs. Dull said she believes Huntingdon Valley Library should consider adopting a new fine-free policy (not just during Covid-19 closures). Other libraries have done so, including Upper Moreland and Free Library of Philadelphia While fines brought in \$10,000, after administrative time/costs in securing those funds, library netted \$8,000. Fines create a barrier to service, Mrs. Dull said. Eliminating them has resulted in increased library usage, more new cards, and improved circulation — as well as goodwill in the community. Any outstanding titles will still be sought for return by staff, and an invoice sent after three weeks.
- Mrs. Dull thanked Mr. Rubin for his services as the Friends liaison from the board, and attending their meetings. The new board rep will be Dr. John D’Ascenzo.
- Mrs. Dull shared a patron survey about Vanessa’s Summer Reading program garnered great comments, Youth Services will be doing another Fall Reading Challenge, using the same Beanstalk app.

Friends Report

- Mrs. Schwartz thanked Mr. Rubin for his service and looks forward to working with Dr. D’Ascenzo.
 - Their Zoom fashion show happened and 35 attended.
 - The October meeting will have a speaker from Pennypack Trust.
 - Mystery book bags and bundles still being sold in back parking lot.
- Friends are looking for other Covid-19-safe ways to raise money for library, including outside used book sale in lower lot.

Township Report

Mr. Canale shared no Township report, however updated the Board that preliminary plans for the Assisted Living facility on Philmont Avenue were approved at last meeting. It will be 198 units with 298 beds, mostly independent living.

School District Report

No Report.

At 8:35 pm, Mr. Bernstein made motion to adjourn meeting. Mr. Fink seconded motion, which passed.