

The regular meeting of the Angelica Free Library board was held on **Tuesday, April 14, 2020, at 4:30 p.m.** by teleconference. Present were board members David Haggstrom, Beth Schlau, Marilyn Warner and Mary Scholla. Also present was Karen Ash and Chris Gallmann.

Minutes of the January 7, 2020 meeting were reviewed. Beth Schlau made a motion to approve the minutes as presented. Rich Haywood seconded the motion. All in favor, motion carried.

Minutes of the March 31, 2020 electronic Special Meeting regarding “quarantine leave/emergency closure” and the resolution were reviewed. Marilyn Warner made a motion to approve the minutes; Beth Schlau seconded the motion. All in favor, motion passed.

**Treasurer’s Report** – The budget was mailed to board members and reviewed. David noted as of 3/31/2020, the balance in the LPL Financial is \$36,550.48 (a decrease of \$2,359.11 from the 2/29/20 balance of \$38,909.59). The Allegany County Area Foundation (ACAF) balance as of 6/30/2019 was \$108,776.69. The ACAF sends statements only once a year. A discussion about budget reporting followed. Beth and Chris will work on developing a system that works for them. Marilyn Warner made a motion to accept the Treasurer’s report as presented. Rich Haywood seconded. All in favor, motion passed.

**Friends of Library Report** – Karen Ash reported the “Friends of the Library”, at their annual budget meeting, agreed to donate \$1,000 for programming for the library. This is up from last year’s donation of \$750. Karen reported this year’s annual raffle fundraiser will be done on-line due to the pandemic. The “Friends” have helped with two grants – one has been successfully completed and the other is in process. The Make or Take project for May is a “virtual”, something children and their families can do with materials that can be found in the home. Karen reported that the Susan B. Anthony program has been postponed due to the pandemic. The “Friends” have two requests: 1) Instead of having the book sale in May, this year they would like to set up the books at the end of August and have the sale through the month of September, and 2) They would like to offer the library a gift of installing electrical outlets outside on one side of the porch so electric will be available for outside events. Board members agreed to both requests. Karen will make arrangements for the installation of the outlets. The “Friends” report is attached to the minutes.

**Director’s Report** – Chris reported she has had to change how the library serves the community during the pandemic. She has attended online meetings with STLS and other library directors for ideas and advice. Currently there is no date yet for the re-opening of libraries. Chris has also attended professional development conferences online with an emphasis on early literacy relationships. Chris noted she tried a Facebook Live story hour. She will try pre-recording it for next time. Prior to the closing of the library, Chris reported she had weeded out the nonfiction section. Some books hadn’t been in circulation in 5-20 years. Chris noted that once the library re-opens, she may need Ellen for some extra hours to finish the weeding project. She also noted the books that were weeded out are still available through STLS. Chris reported on the programming she has planned for 2020, including the Susan B. Anthony re-enactment event that is being rescheduled to coincide with History Week near the end of September, Bubbleman is scheduled for July 7 at 8 p.m., Lisa Robinson is scheduled for painting classes for 4 weeks with 4 different mediums. She has agreed to hold an adult class one evening, and a children’s class the next morning. June 25<sup>th</sup> will be the summer reading kick-off party, that will coincide with Cruise Night, and Didgeridoo is also planned. Chris noted she received another \$5,000 donation from Adam Histed. Discussion of the Children’s Room dedication and ribbon cutting followed. Chris will follow up with Adam to see if there would be a time he will be in the area and available to attend.

**Progress Club Docent program** – No report, but David noted the Progress Club does plan to open the library for tours again in 2020.

**Facilities condition study** – the two major areas reported in the study were the heating system and masonry work. Joe Nelson provided an estimate in the amount of \$9780 for the masonry work. With the pandemic and all college classes going on-line, it was not possible to have Glen Cole's students assist with the heating system. David also reported that funding for construction grants will be limited and reduced at the state level due to the pandemic. The masonry and HVAC projects are not considered an emergency at this point, and board agreed to keep them on the list but postpone them for now.

**Colonial Room Inventory** – No report. Gail is still interested in completing the inventory, but isn't yet ready to start.

**Budget** – The 2020 adopted budget was \$52,000, an increase of \$1000, which was under the tax cap of \$52,650. David has relayed the increase to the GVCS school district. School budget hearing and vote have been postponed. David will plan to go when it is scheduled.

### **Building/Grounds/Equipment**

- A discussion of a deep cleaning prior to reopening of the library followed. Chris will make a list of what should be cleaned before reopening. David noted that Arlene Makely has informed him that she will not be able to continue cleaning the library. The board will be looking for someone to replace her.
- "Doris Feldbauer Children's Room" sign and dedication ceremony – Shannon has completed the sign and will install it. Chris will try to schedule a date when Adam Histed will be available for the dedication.
- Cellar cleaning – Trophies have been removed, but cellar still requires cleaning.
- Furnace – reported under "facilities condition study".
- Ceiling light – reading room. Rich noted that Jon Ford worked on them and thought he got them working. Once the library reopens, the lights will be looked at.
- Ken Stanton has done some of the leaf raking, but will return to finish.

Next meeting is scheduled for July 14, 2020, at 7 p.m.

With no further business, Beth made a motion to adjourn the meeting at 5:40 p.m.

Respectfully submitted,

Mary Scholla, Secretary