

Mars Area Public Library

Board of Trustees Meeting

20 April 2020

The meeting was called to order by Steven Chadwick, President, at 7:07p.m. This meeting was held via Zoom due to the Coronavirus Covid-19 pandemic.

BOARD ATTENDEES: Caitlyn Boland (MAPL Director), Nancy Hudac, Steven Chadwick, Rob Vigue, Ida Papik and Ed McCaul were in attendance. Mary Boburzcak and Raymond Abate were absent.

APPROVAL OF MINUTES: Ida Papik made a motion to approve the minutes as written of the last meeting held on 24 February 2020. Rob Vigue seconded it. The minutes were approved by unanimous vote and will be posted on the website.

TREASURER'S REPORT: The Treasurer's Reports for the month of February and March 2020 were presented by Ed McCaul. The Actual Income for February was \$70,222.58. Expenses were listed as \$21,736.39 (\$380.27 under Budget). The Net Ordinary Income was listed as \$48,486.19 (\$205.82 under Budget). A motion was made to accept the February's Treasurer's Report by Steve Chadwick and seconded by Ida Papik. The Treasurer's Report was approved by unanimous vote.

The Treasurer's Report for the month of March 2020 showed Actual Income for March at \$2,076.81 (\$2,731.86 under Budget). Expenses were listed as \$51,376.11 (\$25,659.45 over Budget). The Net Ordinary Income was listed as (\$49,299.30). A motion was made to accept the March Treasurer's Report by Steve Chadwick and seconded by Nancy Hudac. The Treasurer's Report was approved.

LIBRARIAN'S REPORT: The Library Director is still handling all required and necessary operational tasks while the Library remains closed due to COVID -19. Library staff are doing a great job continuing to work from home and doing what they are able to including virtual programs, e newsletters, social media updates, webinars for continuing education credits and weekly virtual staff meetings. The Library signed up for Beanstack through Zoobean to host their Summer Reading Program online and through an App. The staff will be setting this up and learning how to use it in preparation for handling all aspects of Summer Reading online in an effort to minimize COVID-19 impact.

BCFLS: Steven Chadwick reported that BCFLS held an introductory meeting to authorize BCFLS to acquire digital software to use for their next meeting in June due to the pandemic.

BUILDING AND MAINTENANCE: Mars Area Public Library received two Carpet bids which were circulated and discussed. Ed McCaul made a motion to accept the proposal from Bob Milliron to include whatever deposit is necessary to help this bid move forward. Ida Papik seconded the motion which was unanimously approved by vote.

HUMAN RESOURCES AND PERSONNEL: Curtis Schultz and his wife just gave birth to a new addition to their family. Congratulations!

PLANNING: The Strategic Plan will be worked on this year.

FUND RAISING: Due to the Coronavirus Covid-19 Pandemic Fundraising efforts have been postponed. Income lost to this pandemic will be tracked and reported. Additional Fundraising efforts will be needed.

OLD BUSINESS: Chris Kaclik was asked to make suggestions for renovation to the back rooms at MAPL. He noted too many structural issues and did not consider it to be a salvageable space for renovation within the MAPL's limited financial framework and

timeline. As a result, application forThe Keystone Grant will not be considered this year. A list of Structural Engineers will be gathered. Additional discussion on this issue will continue.

NEW BUSINESS: Payroll was discussed. MAPL has applied for the Federal Government's Payroll Protection Program. A motion was made by Ed McCaul to proceed with the prior payroll procedures for the months of April and May. It was seconded by Rob Vigue. The motions unanimously passed.

PUBLIC COMMENTS: There were none.

Next Meeting Date - Monday 5/18/2020 at 7:00 pm

Respectfully submitted,

Nancy E. Hudac

Board Secretary