

Mars Area Public Library  
Board of Trustees Meeting  
27th February 2023

Board Attendees: Ed, Vanessa, Jen, Anatasia, Ray, Rob

Approval of Minutes:

Motion to approve the meeting: Jen Bainbridge approved and Rob 2nd the motion.

Committee report:

Jenn reported Adam Township contributed 40k when she attend the last meeting

Motion to approve the committee report: Rob made motion to approve, Vanessa 2nd the motion

Librarian Report:

- Caitlyn mentioned they have been very busy with programs. Recently from the staff training day that was held in February, said it was an excellent session. One of the session was on "Front desk" a refresher tool they can use and make reference to patrons.

"Just be nice, was another session. Barb English was one of the speakers on the call.

- The library will be having another Training opportunity in person session. Not needed to close the library for the training. Caitlyn will send staff to a two day session. And New Castle will pay 4 staff members to attend the session for a one day training
- Summer reading and fundraising. It was just launched on social media and we've received 50 prize donations so far. A donor gave \$500 to go toward prizes. This will be the 1st year each kid who complete the reading program will have a prize. She advises to keep promoting the reading program
- Jim is taking over as president for Friends of the library since Ruth retired.
- Two new volunteer will be coming in two weeks and have some others coming. During afternoon to help.
- Recently sent annual report to the state as of march 1st it will be submitted and under review
- Zelienople library got new director, they've asked Caitlyn to join on district council
- Mobil app will be testing out new changes. Manage platform, doing the changes for content
- Library will be getting fiber optics upgrade, was completed. Not hooked up to the library yet.
- Primary center will be visiting this Wednesday and Thursday for Read across America.

HR:

- The library is still pairing with Pitt partnership and will be pairing with Marcus. He will be planning to put his field experience for 130 hours. Use the library as learning experience.
- The part-time position still hasn't been filled and will be looking at PITT partnership in the fall to fill that part-time.

- Bookshelves from our donor have not been ordered yet, waiting for wood piece to look at sample, it is supposed to arrive this week then the order can be placed.
- Audit on schedule no date yet.
- Receive first draft employee handbook. We should have something within one to two months.

BCFLS: had correspondent. Rob fibreoptics with other library, making sure all working at once.

Building and Maintenance: Anastasia spoke to Andy ridmen who advised her to speak with jason on the eclectic for the lighting.

Replacing the light from dragon post. We need to get that removed.

Jen volunteer to paint the old Mars sign.

Check to see if we can dim the sign.

Jen will take picture and email everyone.

Sweeny and the gutter. Got gutter cleaned and it was recent.

Planning: Caitlyn shared tech plan, to have a look.

Fundraising: July 12th. Libation of the Library. The planning committee will be making plans to meet to start on the letters for the donation baskets.

For the new art paintings that are coming in this month, planning on having an evening showcase to promote. Making plans on date and marketing.

New Business:

Adams Township. Jenn Thanked everyone at the meeting, she gave stats on the library and why the contribution is crucial. Jen plans to go every month as a board member as they continue to support the library.

Overall good experience.

Old business:

Public Comments: Frank Haustovitch talked about the concept discovery center need matching fund.

2 Million for the library without any discussion with the board.

Saying its been allocated but not given to us.

Adjournment:

March 20th

Motion to adjourn and jenn and rob.