

Mars Area Public Library  
Board of Trustees Meeting  
17 May 2021

**BOARD ATTENDEES:** Caitlyn Boland, Steve Chadwick, Ed McCaul, Rob Vigue, and Mary Boburczak attended in person. Ida Papik attended the meeting virtually. The meeting was called to order at 7:03 p.m.

**PUBLIC ATTENDEES:** Frank Haustovitch and Vanessa Fellers

**APPROVAL OF MINUTES:** A motion to approve the last board meeting minutes on April 19, 2021 was made by Rob Vigue. Ed McCaul made a second motion.

**TREASURER'S REPORT:** The Treasurer's Reports for the month of May was presented by Ed McCaul. The Actual Income for the month of April was \$745.36 leaving MAPL under budget by \$4,808.29. Our expenses were \$17,488.08 leaving us under budget \$4,695.22. The Net Ordinary Income for the month was listed as \$16,742.72 leaving us \$632.29 over budget. The Year-To-Date income was noted as a \$64,159.31, placing MAPL \$70,459.35 over budget. Register balance at 4/30/21 was \$166,870.31. Check Ending Balance was \$161,061.95. The savings account balance was \$106,873.82 with \$2.64 in deposits and credits leaving a register balance of \$106,876.46. A motion was made to accept the Treasurer's Report. Mary Boburczak made a motion to approve the Treasurer's Report. Rob Vigue seconded the motion.

**LIBRARIAN'S REPORT:** Infant story time resumed and after two story times library has been at max registration. The book club at Stick City has resumed in recent months and is also picking up more attendees. Summer Reading is on the website. Emails have been sent out, and fliers are in the library. All events are planned to take place outside in local parks with limited capacity all summer long. It was asked whether capacity limits will change if Covid-19 recommendations change. This is something that can be revisited as the summer months approach.

There was a survey sent out regarding putting toys back into the Children's room. Parent feedback was that many would like the toys put back. Toys will be returning at the end of the month and will be cleaned by teenage volunteers. Chairs are being moved back into the library for tutors.

Staff began conversations after CDC recommendations on masking. Not all staff is fully vaccinated. There are still concerns for the children that we serve in our community as they are most vulnerable. Libraries received an email from state library department. Libraries should continue to practice their current safety guidelines moving forward. It is recommended the libraries wait until the next change occurs in Pennsylvania with the total vaccination percentage.

The MAPL will also be closed on Monday, June 14 for staff training day to accommodate all employees. Communication will be sent out to public making them aware.

**BCFLS:** Steve attended the April 21 meeting. Much of the meeting was discussing where all of the Butler County libraries were in the opening process. MAPL has been leading the charge. Bylaw revisions were made.

**BUILDING AND MAINTENANCE:** There was a roof leak which was a quick fix. Leak was coming through ceiling tile near hvac area. Caulking was added to area and the general area. Everything is now working well.

A proposal for furniture was presented. A suggestion was made for another bid. The teen booth area is being tabled until we receive another bid.

**HR/PERSONNEL:** There have been no applicants for Youth Services position. This has been advertised on social media, community colleges and universities, the Pitt Partnership Program, and the website. There was discussion of posting information at additional local colleges. If no applications are received there was discussion of making it a circulation position to fill hours or consider increasing the pay. HR Committee plans to meet to discuss.

**PLANNING/FUNDRAISING:**

Technology Plan: A document was circulated to inventory what is available through BCFLS. Committee will meet with discuss replacement costs and strategic plan moving forward.

The Annual Campaign letter will be circulating to Ida and Rob. This is not scheduled to go out until November.

Friends Books Sale is scheduled Oct 1 and 2 during library hours.

**OLD BUSINESS:** The board began interviews with applicants for board vacancy in Adams Township. The final two interviews will take place on May 24<sup>th</sup> and the board will vote to select new member.

**NEW BUSINESS:** None to discuss.

**PUBLIC COMMENTS:** Frank asked whether the community limits the applicants for board to only two applicants. He also brought up the idea of 3D Printing being made available at the library. He also wanted to commend the library for the grounds. They look beautiful.

**ADJOURNMENT:** Motion made at 7:44 p.m. to adjourn by Robert and seconded by Ida Papik. Next meeting is scheduled for June 21, 2021 at 7:00 p.m.