

Mars Area Public Library

Board of Trustees Meeting

25 January 2021

**BOARD ATTENDEES:** Caitlyn Boland (MAPL Director), Steve Chadwick, Ed McCaul,, Nancy Hudac, Ida Papik, Rob Vigue and Mary Boburczak attended virtually due to the Coronavirus pandemic. Raymond Abate was absent. The meeting was called to order at 7:00 pm.

**PUBLIC ATTENDEES:** Marcy Bogdanich and Frank Haustovich attended virtually.

**APPROVAL OF MINUTES:** A motion to approve the minutes of the last meeting held on 12/14/20 was made by Rob Vigue and seconded by Mary Boburczak. 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 December was presented by Ed McCaul. The Actual Income for the month of December was \$19,072.93 putting MAPL under budget by (\$34,331.70). The Net Ordinary Income for the month was listed as \$1642.92. The Year-To-Date income was noted as a \$227,046.72. Check Ending Balance was \$97,348.98. Although expenses were up from the Budget and Income was down, regular contributions were delayed from Adams Township, Middlesex Township, and Mars Area School District. Because MAPL is now qualified to receive Payroll Protection as a Grant, MAPL is in a strong financial condition. Savings account balances are stable.

**LIBRARIAN'S REPORT:**

**Library Services** – Patrons are very used to the book pick up process. We are averaging around 200-250 item requests per day. Grab bag crafts and activities for all ages continue to be extremely popular. Jen puts out 50+ bags for kids every Monday and they all go throughout the week, many times are all gone by Tuesday. Jen has also started working on early literacy kits targeted towards a preschool audience. Kits include a story as well as activities, crafts and games that focus on early childhood development skills and promote Kindergarten

readiness. We will be working on two plans for Summer Reading, both as a normal summer option and as a potential hybrid option.

**Audit** – I have been gathering materials requested by the auditor throughout the past month. Our official audit schedule date is February 5<sup>th</sup>.

**State Report** – Due mid-March

**County** – Our cataloguing system has been migrated to a cloud based system. Staff and volunteers who work with cataloguing, inventory and reports have been working to learn the new system. They are generally pretty happy with it. Some positives include it being more intuitive and user friendly and it provides easy access to catalog records of some big library systems across the county.

**District** – As of early February, we should have access to OCLC again (world database of catalog records). We had been purchasing Marc records through Ingram during the time the District was unable to carry OCLC due to the time period of uncertain state funding.

As of early February, we will have a new resource available to library patrons. Tutor.com will be available from 3pm-10pm every day for individuals to have free, individualized online sessions with real tutors.

**BCFLS:** Caitlyn Boland attended the BCFLS meeting. Steve Chadwick was elected the new Vice-President. Bylaws are under review. Discussion ensued regarding dates designated as holidays.

**BUILDING AND MAINTENANCE:** There is no plan of action at this time.

**HR/PERSONNEL:** There is nothing new to report.

**PLANNING/FUNDRAISING:** The Annual Campaign was successful in raising \$36,702.30. MAPL gained \$2737.50 more this year than in the previous fund raising campaign. MAPL is working on a technology plan, outlining what equipment we have and what we will need to replace in the near future, along with what technology we do not have in order to stay competitive in the future.

**OLD BUSINESS:** The MAPL Board expressed their gratitude toward the Director and all staff at their ability to work through this Covid pandemic. The MAPL Bylaws have been sent to municipalities for their review. In person 30 minute services by appointment only were discussed to give those in the community without available internet services the opportunity to schedule vaccination appointments, etc.

**NEW BUSINESS:** MAPL Committees were assigned to the Board members. The Mars Area Public Library Board in conjunction with supporting municipalities (Adams Township , Mars Boro, Middlesex Township, and Valencia Borough) is holding a meeting on Thursday, February 18th at 6:00 p.m. at the Adams Township Municipal Building to address current building issues and solicit public feedback on ideas for the future of the Mars Area Public Library including possible renovations and building projects.

**PUBLIC COMMENTS:** Marcy Bogdanich discussed the Hexagon Project open to all age groups to help celebrate the Mars New Year. This art project is a unifying community project which has the support of MAPL. Frank Haustovitch joined the discussion regarding the Mars Boro Grant for the NASA Education Center and put forth his own ideas for MAPL.

**Next Meeting Date - Monday 2/22/21 at 7:00 pm**

**ADJOURNMENT:** Ed McCaul made a motion to adjourn at 8:20 p.m. This was seconded by Mary Boburczak . The vote was unanimous.

Respectfully submitted,

Nancy Hudac

Secretary, Mars Area Public Library