

Community Library Association
Board Meeting (In-Person and Zoom)

3/18/24

Board members in attendance: Dave Bennett, Sandie Enders, Steve Lackey, Florrie Chapin, Susan Skowron, Heidi Brayer, Suman Golla, Megan Shaw

Staff members in attendance: Jill McConnell, Kelley Beeson

Meeting called to order at 7:03pm

New Board Member Introduction: Megan Shaw

- Motion to approve: approved

Motion to approve minutes from last meeting; approved

Treasurer's Report (Dave Bennett)

- Review of revenue, expenses, funding (detailed report in board packet)
- Expenses are modestly below budget; Strong cash position
- Dave will open 2023 budget and make adjustments to account for the variance in the salaries and wages line
- Dave will provide updated spreadsheet at next meeting noting adjustments

Capital Campaign Update: (Steve Lackey)

- As of 3/18/24 campaign has received pledges of \$881k
- Planning a 3rd donor event 5/15/24
- Grant for capital campaign
 - Multipurpose community facilities (libraries)
 - Library is providing more space for broadband access
 - Applying for \$750k
 - Unable to apply for parking lot expense
 - Grant due mid-April; will find out June/July
- Library has raised enough to apply for Keystone Grant
- Zoom call 3/26 with all campaign committee members

Director's Report (Jill McConnell)

- Home delivery service
 - Run by Anthony
 - Patrons fill out an application; must live within service area
- Longwood at Home: not in our service area
 - Cameron/Kelley to organize a presentation this summer
 - Cameron could record stories with former FC residents at Longwood

Parental Leave Policy

- Draft policy included in board packet
- Jill will research what other libraries are offering
- Can we provide more than 1 week paid + 2 weeks unpaid?
- Will communicate with employee that something is in the works
- Hope to adopt a policy in the next month

Other Business

- 8/17/24 Closure Discussion
 - Staff needs are very great; SRC party needs loads of support
 - Move to approve closure of both branches; approved
- Private tour for Mandy Steele, PA Rep
- Jim will present to Indiana Township supervisors in April
 - Will ask for increase contribution from \$15k to \$35k (state recommendation)
 - Will ask Indiana to contribute a one-time donation to support capital campaign
 - Sandie will accompany Jim to that meeting

Meeting Adjourned at 8:06pm

Executive Session

Accepted by: 

Date: 3/19/24