

**MONTGOMERY COUNTY-NORRISTOWN PUBLIC LIBRARY
BOARD OF DIRECTORS' MEETING**

Monday, May 17, 2021 at 4:30 p.m. via Zoom meeting

PRESENT

Cathy Sweeney Jules DeLuzio Mary Metz Doug McCann

ABSENT

Matthew Puk Kelly Isett Mark Turetsky Chuck Wilson

STAFF

Karen DeAngelo, Executive Director
Thomas Fluharty, Director of Operations
Cliff Hirst, Administrative Assistant
Li Kang, Accountant and Benefits Administrator

OTHERS PRESENT

Theresa F. Martini Michael Angstadt Andrea Philo

CALL TO ORDER

President Cathy Sweeney called the meeting to order at 4:36 p.m. It was noted that with only four Board Members in attendance there was not a quorum. Doug **moved** that the meeting be adjourned, so that it could be re-opened with the understanding that the Directors present would constitute a quorum. Mary seconded the motion; **the motion passed**. The meeting adjourned at 4:37 p.m.

Cathy called the new Meeting to order at 4:37 p.m., with all in agreement that those Directors in attendance constituted a quorum.

APPROVAL OF MINUTES

Mary **moved** to approve the minutes of the April 19, 2021 Board Meeting. Doug seconded the motion. **The motion passed**.

REVIEW OF FINANCIAL STATEMENT

The following is a summary of the financial statements for the month ending April 30, 2021 as presented at the meeting:

	YTD Actual	YTD Budget
REVENUES		
State & Municipal Support	\$2,211,809.45	\$2,103,846.00
Endowments and Investments	\$4,714.87	\$8,168.00
Grants and Fundraising	\$16,020.60	\$38,840.00
Fines and Service Income	\$5,276.46	\$21,272.00
Total Revenue	\$2,237,821.38	\$2,172,126.00
EXPENSES		
Total Personnel costs	\$1,088,137.10	\$1,160,650.12

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Library Materials	\$84,635.38	\$241,974.60
Furniture & Equipment	\$7,614.96	\$13,066.6
Automation	\$26,396.97	\$38,758.36
Operating expenses	\$172,157.86	\$177,848.53
Total Expenses	\$1,378,942.27	\$1,632,298.21

Jules **moved** to approve the financial statements and file them for audit. Doug seconded the motion. **The motion passed.**

APPROVAL OF BILLS OVER \$1,000

Jules **moved** to approve the bills over \$1,000. Mary seconded the motion. **The motion passed.**

PRESIDENT'S REPORT

Cathy Sweeney

Cathy noted that on Thursday, May 6, 2021 Karen DeAngelo appeared above the fold on the front page of the Philadelphia Inquirer in an article by journalist Allison Steele. The article presented Karen and the Library in a favorable way, although it questioned the practice of quarantining library materials during the pandemic.

Cathy noted that the annual fundraiser, this year dubbed "Booktoberfest," will be held at the Elmwood Park Zoo on Thursday, October 14, 2021 from 5 p.m. to 8 p.m. The Administration would like the Board's help in finding a musician to perform at the event, as the N Town Band is no longer performing. Cliff plans to share sponsorship, ticket, and raffle basket information and materials with the Board at the June meeting.

Cathy noted that there is a chance that the Board will need to meet in July and/or August. We have set aside Monday, July 19 and Monday, August 16 as prospective meeting dates in case a meeting or meetings is/are needed.

EXECUTIVE DIRECTOR'S REPORT

Karen DeAngelo

Karen presented her report. She noted that David Belanger of the Lower Merion Township Library System suggests that there may be some hope for an increase in State aid in the forthcoming State budget. Karen introduced Tom Fluharty to the Board. Karen recently appointed Tom to the new position of Director of Operations. Tom reported on his efforts to recruit inter-library delivery drivers. All respondents so far have come from our employment posting on Indeed. Karen noted that the District Negotiated Agreement for 2021-2022 is being developed. District Directors approved an increase in the starting wage that we pay our inter-library delivery drivers to \$16.25 per hour. We have three open driver positions and we need to hire new drivers as soon as possible, and we were not offering anything close to the prevailing wage for drivers.

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Karen reported that she will be working with the Heads and Branch managers on Thursday of this week to develop a reopening plan in light of the Governor's announcement that all COVID-19 restrictions except for the mask mandate will be lifted on May 31, 2021. Karen expects that we will continue to require that patrons wear masks when inside our buildings. She intends to allow staff who provide documentation as fully-vaccinated to remove their masks in staff-only areas.

Karen intends to engage with Commissioner Arkoosh on the questions of the condition of the Main Library building and staff pay. Commissioner Arkoosh stated at recent ICN meeting that improving the condition of County buildings and ensuring that all County workers earn at least \$15 per hour have been priorities for her.

Mary **moved** to provide all staff who present documentation that they are fully vaccinated against COVID-19 with 4 hours of paid time off. Jules seconded the motion. **The motion passed.**

Doug **moved** to approve an across-the-board staff raise of 2 percent to be effective July 1, 2021. Jules seconded the motion. **The motion passed.**

FRIENDS OF MONTGOMERY DISTRICT LIBRARY CENTER REPORT

Doug McCann

Doug reported that the Friends received 220 single-use Morris Arboretum passes in lieu of the annual pass that was rescinded; 50 passes have been given to MC-NPL for summer reading prizes, the remaining will be given to Friends' members. The Friends are considering an open house event in October around the time of Booktoberfest.

NEW BUSINESS

Jules **moved** to approve the 2022 Board Meeting Dates and Holiday Schedule as presented at the meeting. This schedule includes Martin Luther King Jr. Day as a paid holiday and excludes Good Friday as a paid holiday. Mary seconded the motion. **The motion passed.**

PUBLIC COMMENTS

None.

EXECUTIVE SESSION

Jules **moved** to adjourn the meeting and go into Executive Session. Mary seconded the motion. **The motion passed.** The Board went into Executive Session at 5:23 p.m.

Doug **moved** to elect Theresa F. Martini to the board to fill the board seat left vacant by the departure of Matt Puk, whose term ends on December 31, 2023. Mary seconded the motion. **The motion passed.** The board returned to regular session at 5:27 p.m.

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ADJOURNMENT

Theresa Martini **moved** to adjourn the meeting. Jules seconded the motion. **The motion passed.** The meeting adjourned at 5:30 p.m.

Respectfully submitted,

Cliff Hirst
Administrative Assistant

Next Board Meeting: The next board meeting is scheduled for Monday, June 21, 2021 at 4:30 p.m. via Zoom meeting.