

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

Monday, June 21, 2021 at 4:30 p.m. via Zoom meeting

PRESENT

Mark Turetsky	Chuck Wilson	Jules DeLuzio
Mary Metz	Doug McCann	Theresa Martini

ABSENT

Cathy Sweeney	Kelly Isett
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STAFF PRESENT

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

OTHERS PRESENT

Andrea Philo

CALL TO ORDER

First Vice President Jules DeLuzio called the meeting to order at 4:32 p.m.

APPROVAL OF MINUTES

Theresa **moved** to approve the minutes of the May 17, 2021 Board Meeting. Mary seconded the motion. **The motion passed.**

REVIEW OF FINANCIAL STATEMENT

Chuck Wilson

The following is a summary of the financial statements for the month ending May 31, 2021 as presented by Chuck Wilson at the meeting:

	YTD Actual	YTD Budget
REVENUES		
State & Municipal Support	\$2,446,201.45	\$2,328,238.00
Endowments and Investments	\$4,939.99	\$8,835.00
Grants and Fundraising	\$19,831.76	\$47,047.00
Fines and Service Income	\$3,995.00	\$26,578.00
Total Revenue	\$2,474,968.20	\$2,410,698.00
EXPENSES		
Total Personnel costs	\$1,359,840.73	\$1,448,375.23
Library Materials	\$132,278.83	\$303,728.27
Furniture & Equipment	\$8,371.18	\$16,333.26
Automation	\$26,396.97	\$47,572.94
Operating expenses	\$204,265.43	\$217,826.80
Total Expenses	\$1,731,153.14	\$2,033,836.50

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Chuck reviewed the financial statements. Doug **moved** to file the financial statements for audit. Mary seconded the motion. **The motion passed.**

APPROVAL OF BILLS OVER \$1,000

Chuck reviewed the bills over \$1,000.00. Mark **moved** to approve the bills over \$1,000. Doug seconded the motion. **The motion passed.**

PRESIDENT'S REPORT

Cathy Sweeney

Cathy was not present for the meeting. Cliff reported on planning for the annual fundraiser, this year called "Booktoberfest," to 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. Cliff will share sponsorship, ticket, and raffle basket information and materials with the board. Cliff will provide 6 event tickets to each Board member for them to sell. Tickets are \$50 each.

EXECUTIVE DIRECTOR'S REPORT

Karen DeAngelo

Karen introduced Tracey Reed, District Consultant Librarian, to the Board.

Karen reported that our 1994 Bluebird Bus Extension bookmobile has been removed from service. It would take two years and \$300,000.00 to replace it. We won't be replacing this vehicle. Tom reviewed the planned changes to the Extension Bookmobile schedule.

Karen Goltz has been hired as Head of the Children's Department.

The review of our PPP loan by Citizens Bank is complete. The bank has sent our application for loan forgiveness on to the SBA. The SBA has 90 days to come to a determination.

Karen reported that as of July 1, 2021 the five staff who presently make less than \$9 per hour will be given a raise to that level.

Karen reported that a 2.5% increase in the County's contribution would fund bringing everyone to at least \$11 per hour

Mark and Chuck offered to join Karen at her meeting with Dean Dortone scheduled for Monday June 28, at 2 p.m. in the Commissioners' Board Room, where Karen will be discussing the County's budget for the library for 2022.

DISTRICT CONSULTANT'S REPORT

Tracey Reed

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Tracey just started in this position and will have more to report on next month.

FRIENDS OF MONTGOMERY DISTRICT LIBRARY CENTER REPORT

Doug McCann

Doug reported the Friends will have an open house at the Library on Saturday, October 16, 2021. Thus far, ACLAMO and the Literacy Council of Norristown have committed to attend the event.

NEW BUSINESS

Chuck **moved** to repeal the "Limited Use of Computers" COVID-19 policy of July 20, 2020. Doug seconded the motion. **The motion passed.**

Theresa **moved** to approve the Volunteer Agreement & Waiver as presented at the meeting. Chuck seconded the motion. **The motion passed.**

Doug **moved** to permit the Administration to donate, rather than sell, the now-retired 1994 Bluebird Bus Extension bookmobile. Mark seconded the motion. **The motion passed.**

Chuck **moved** to elect Mary Metz as Second Vice President/Secretary. Doug seconded the motion. **The motion passed.**

Chuck **moved** to approve the closure of the library on Saturday, September 4, 2021 on account of the computer system being down for reprofiling. Doug seconded the motion. **The motion passed.**

The board will have hybrid (both in-person and remote) meetings starting in September.

PUBLIC COMMENTS

None.

ADJOURNMENT

Chuck **moved** to adjourn the meeting. Theresa 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, September 20, 2021 at 4:30 p.m. in the Board Room of the Montgomery County-Norristown Public Library.