

**Lower Providence Community Library
Board of Trustees meeting
December 17, 2019**

Present: Nancy Klein, president; David Nawrocki; Ben Simkin; Michele Santoro; Art Miller; Peter MacFarland, liaison; Marija Skoog, library director.

The meeting convened at 6:00 p.m.

Approval of minutes: The minutes of the November meeting were approved with one correction.

Treasurer's report: Renewal of a \$244,000 certificate of deposit with First National Bank: Ben proposed renewing this CD for 19 months at the present interest rate of 1.86% ; approved on motion by Art, seconded by Ben. A one-time expenditure of \$7321 was generated by a claim resulting from an April accident at the library.

4th quarter MCLINC dues paid in November, Audit bill was paid in November instead of October, Maintenance was higher do to a heating repair for the community room, Worker Comp is higher do to increase in payroll and Liability Insurance premium is high do to the law suit. A refund of \$220.88 will be coming from a Copier lease maintenance fee that should not have been paid On the Interest side; Our annual appeal income is strong we finished up November with \$9K more than was budgeted, however we are still down \$6.6K than what we anticipated getting form the township. Year to date income is \$750,555 with expenses at \$707,008.

Liaison report: Pete stated that the supervisors would reorganize for their new term in January and therefore a new liaison supervisor would probably be appointed. With the loss of both Dave and Ben, whose terms have ended, the board will also be lacking two members.

Library Director's report: Marija reported that we will now rely on MCLINC to service our public computers, including that maintenance cost in our annual dues to MCLINC. The fall appeal to the public for the library has thus far produced \$27,140, a heartening response that exceeds the response in 2018.

Marija reported that staff members were very appreciative of the board's recent action that granted all staff members a 2% increase in salary and one holiday with pay each year for all part-time employees.

She stated the library has purchased several new Kindles to replace worn-out ones as well as four new hotspots for the patrons' use, thereby reducing our hotspot budget.

After a discussion, we set the date of March 14 for the spring fundraiser, the popular wine tasting event. This time we will purchase catered food rather than rely on local restaurant contributions.

Marija distributed a job description for a new library assistant who will be hired soon to replace a part-time employee who is moving and a second employee who has changed her work schedule.

Meeting adjourned at 6:45 p.m. The board members then attended its annual Christmastime dinner.