

**Lower Providence Community Library
Board of Trustees special meeting
April 7, 2020**

Present: Nancy Klein, president; Shannon Chase, Tejal Mehta, Karen Stine (new members); Michelle Santoro; Arthur Miller; Marija Skoog, library director; Karen DeAngelo, Montgomery County District Consultant and liaison to the Office of Commonwealth Libraries.

Since no board meeting was held in March due to the widespread epidemic of coronavirus in the population, this was a special meeting held on a conference call on the Internet to determine a course of action in the coming months for the library. The library has been closed to the public for safety reasons since March 12, 2020. As a 501C3 non-profit organization, the library determines its own annual budget and organizational structure.

Marija outlined for the board our current financial status, defining outstanding bills to be paid and the payroll to be met in future weeks. Unfortunately, our planned fundraising event (a traditional winetasting), had to be cancelled due to the coronavirus pandemic. On the plus side, an infusion from Lower Providence Township added \$48,000 to our budget at the end of March. The board also discussed the possibility of cashing in a certificate of deposit that was nearing maturity should additional funds be needed.

After some discussion about our assets and liabilities, Nancy called for a vote on whether to maintain our full staff on full pay during the present emergency. Motion made by Michelle, seconded by Art. Vote was affirmative and unanimous.

Nancy then proposed that we pay our present obligations and maintain our full staff at full pay through the month of May. Marija then described the accomplishments of the staff members during this down time, many involving patrons in the continued use of the Internet, during the time the library has been closed to the public. Motion made to maintain our full staff at full pay through the month of May and to reassess our position at the May 18 meeting of the board. Motion by Karen, seconded by Michelle.

Marija is prepared to apply for a loan for the library under the Payroll Protection Program of the federal government as soon as our bank, Harleysville Bank, is ready to accept our application.

Meeting adjourned at 7:50 p.m.

Arthur Miller, Secretary