



May 18, 2020

A meeting of the Board of Directors of the Reading Public Library commenced virtually at 4:30 PM using ZOOM, an online meeting platform, Renee Dietrich, president, presiding.

Present: Dennis Skayhan, Zelda Yoder, Paul Hoh, Sherry Cameron, Alan Carman, Keith Mooney, Nancy Campbell, Renee Dietrich, Chris Phillips, Alba Fernandez, Alfonso Pena, Michel Micozzi, Salvadore Sepulveda, Jennifer Bressler, Vicky Fuller and Linda Capozello.

Absent: Tamara Smith, Bronwen Gamble. Excused

Guests: Stephanie Williams, District Consultant. Amy Resh, BCPL Administrator, Jesse Royer, Reference Librarian, Debbie Minotto.

Public Comment: Jesse Royer expressed his thanks to the board for continuing to hold meetings and keeping us pointed in the right direction.

Minutes: Motion to approve the April minutes by Zelda Yoder, seconded Alfonso Pena. Approved.

Treasurers Report: Alan Carman reviewed the report including the expected local financial effort 2nd quarter payment from BCPL in relation to our expected expenses due by the end of the month. Motion to accept the April Treasurer's report by Paul Hoh, seconded by Chris Phillips. Accepted.

Director's Report: Stephanie Williams, District Consultant reported on her activities for the month. Nine county libraries applied and received the paycheck protection program loans. One library was denied. The committee has finalized the DLC budget and will have a meeting with all library directors next week for approval. RPL will not be taking the Administrative fee in 2020/2021. Instead, \$9000 will be used to cover the expense of the Overdrive Platform and \$13,000 for the OCLC membership for ILL. Both items were previously paid from RPL's budget. All libraries in the red phrase are still closed. State guidelines have been lifted for State Aid purchases. Jennifer Bressler, Assistant Director, discussed the draft of how RPL plans to open following CDC and state guidelines after restrictions are lifted. 54 masks have been purchased, as well as contactless thermometers and other sanitizing supplies. Safety shields have been ordered from B&G Glass. The City Solicitor was asked to review our re-opening safety procedures and to give guidance on any adjustments needed to our Customer Behavior Policy. Youth Services is doing weekly virtual programs and sending out newsletters via email. They have YouTube story-times, Make it Monday Science Labs and daily activity prompts on Instagram. Youth Services is working with the Reading Recreation Commission to distribute Grab and Go activity packs on a weekly basis to several locations within the city.

Library Services: No Report. Zelda Yoder mentioned that she will be in touch with the committee to schedule a meeting to discuss any items that need to be in place before the library reopens.

Facilities: Michel Micozzi reported that the mold remediation in the library administration offices is completed. The main library is receiving a free energy audit. Converting the pendant lights to LED could be grant funded. The new desk countertop surface in Administration will be done by DeCarlos Custom Cabinetry who plans to donate part of the work. The Keystone Grant for the new HVAC system has been received by the state.

Finance: No Report. Renee Dietrich mentioned that Chris Phillips is working on developing a purchasing policy.

Personnel: No Report. Dennis Skayhan mentioned that the committee has received some feedback and suggestions from employees regarding the health care plan which will be discussed in September.

Advancement: Nancy Campbell reported on the partnership with Berks History Center and the victory garden. Thank you to Mike, Kim and Jesse for your efforts. Approximately 250 victory garden starter kits have been picked up. Another solicitation letter is being drafted seeking donations for our Summer Reading Program. Additionally we are seeking a \$5000 sponsor for a new Book Drop at the main library. The EITC credit application has been submitted by Bronwen Gamble.

Strategic Planning: No report

Unfinished Business: None

New Business: The Reading Public Library Foundation seeks a new trustee to serve on their board. Kelsey Frankowski was suggested. Kevin Mooney discussed her qualifications and recommended that she would be an asset to the board.

Motion to appoint Kelsey Frankowski to the Reading Public Library Foundation Board was made by Keith Mooney, and seconded by Alan Carman. Approved.

Zelda Yoder presented the trivia question. How many miles of shelving are there for the collection at the Library of Congress? Answer. 838 miles.

Motion to adjourn was made by Keith Mooney and seconded by Alba Fernandez. Approved.

Respectfully submitted as drafted by Vicky Fuller,



Sherry Cameron
Board Secretary