



The December 17, 2020 meeting of the Board of Trustees was called to order by the president, Alexander Grande at 8:00 AM.

Members attended virtually through Zoom. Present – Cassie Balzer, Alexander Grande, Darren Johnson, Suzi Leonard, Wendy Leshinskie, Penny Price, Margie Stern, Beth Styer, Victor Verbeke.

Absent- JoAnne Strom.

Foundation of Friends - Al Engel, Joe Devlin, Steph Kazanjian, Bud Leister, Tim Mininger, Jim Styer, Stephanie Kazanjian

Minutes of the November 19 meeting were reviewed. Motion to approve by Beth Styer seconded by Penny Price. The minutes were approved. Minutes are now posted on the website.

Reports:

- Treasurer's Report - The treasurer's report was reviewed. Deficit is reflected in report but not as bleak as it could have been. Darren projects it might come close to balanced, which under the circumstances, is pretty amazing. Beth Styer made a motion to approve and Penny Price seconded. The motion was approved.
- Director's Report
 - All programs, children's, teens and adults, continue to be held virtually with a wide variety of programs for all interest levels.
 - Library visits remain steady although greatly decreased over last year.
 - Online events continue to be popular
 - 2020-2021 Annual Appeal – at this point \$38,000+ has been received.
 - Staff continues to attend online training sessions and participate in workshops
 - New phone system installed. New copier contract in place.
- Monthly Statistics – Monthly visits and circulation holding steady, digital/ebooks increasing.
- Report to the Municipalities – Focus on review of 2020 events. Thank you notes sent by individual representatives to their municipalities.

Committee Reports

- Facilities – Ongoing minor leaks, staff is staying alert. Keystone grant meeting in January with Souderton, who sponsors the Keystone Grant application.
- Foundation of Friends' Meeting schedule established. Jim Styer highlighted the accomplishments of the last year. Spring membership drive added 200 FOF members, FOF met with other foundations and local municipalities and regional leaders. Future meetings will be in December or possibly January.

- Personnel – Executive committee elections will be held in January. Informal discussion with the director held in November, highlights were shared with board, formal director evaluation will be in December.

Old Business

- CARES ACT District Grant
 - Disposal of Surplus Equipment or Materials - Motion made by Victor Verbeke seconded by Darren Johnson. The motion was approved.
 - Bid and Procurement Policy When Using Federal Fund - Motion made by Darren Johnson seconded by Beth Styer. The motion was approved.
 - Investment Management and Banking Policy - Motion made by Penny Price seconded by Wendy Leshinskie. The motion was approved.
- 2021 Budget - Motion made by Wendy Leshinskie to approve the 2021 budget, seconded by Penny Price The motion was approved. Review of the budget will be revisited as needed
- New Business
 - Library Holiday Schedule 2021 Schedule reviewed, questions Motion by Wendy seconded by Victor The motion was approved

There being no public comment, Alexander Grande moved for adjournment at 9:07 and Darren Johnson seconded. The motion was approved.

Respectfully submitted,

Catherine S. Balzer

Next Meeting: January 21, 2020

