

## Chester County Library Board Minutes

September 24, 2020

Present: Ron Elder, Julie Dahlhauser (regional library), Melinda Carroll, Jean Smith, Rosemary McKnight, Larry Bloomingburg, and Savannah Gilbert (library Director) *\*\*Meeting was held virtually but was made available to the public per Sunshine Law\*\**

Ron called the meeting to order.

July 16, 2020 minutes were read and approved.

Old Business:

1. Director advised that Eryn was preparing to go on maternity leave and went over the changes to staff schedules to be sure staff members were present for all library hours. Savannah will be off on Tuesdays and working Fridays and some Saturdays while Eryn is out.
2. Director gave an update of the library being in phase five and advised that no other changes have been made in regards to COVID protocol at the library.
3. Director gave materials showing that CARES grant funding has been used in its entirety.
4. Director gave an update on the TOP Grant trainings that were coming up for the next few months as instructors have been secured.
5. Director gave an update on the technology grant being applied for the 2021 year. The application has been submitted and Ron has signed the contract which has been sent to the state.
6. Director proposed the written Title VI policy and it was accepted by the library board. The director and all staff will complete training video so that they have completed their now mandatory yearly Title VI training.

New Business:

1. The director has been discussing with Troy Kilzer about having a partnership in which the library offers children a physical or virtual library card. The proposed plan was made available to board members and the board agreed that it was a good idea and can be acted upon. Savannah and staff will begin distributing information amongst the schools to sign children up for these cards.
2. It was discussed and agreed that a fill in part time employee is needed at the library, especially with one staff member on maternity leave and another with a broken leg. After discussion, the director advised that she would be asking Janice Haithcoat to join the library staff team.

The standards and policies discussed were the long range plan for 2019-2024. The director discussed the way in which various steps had been taken already that are helping to ensure we meet our goals for the 2019-2024 plan. The director did say that she would like to work on offering more diverse book clubs, is in the process of developing learning kits and preschool development materials and making independent learning information more readily available.

Regional library report was presented by Julie Dahlhauser

Meeting Adjourned.