

**Chester County Library Board Minutes**  
**November 19, 2020**

Present: Ron Elder, Genny Carter (regional library), Melinda Carroll, Jean Smith, Rosemary McKnight, Sara Knoell, Dorothy Davis, and Savannah Gilbert (library director). *\*\*Meeting was held virtually but was made available to the public per Sunshine Law\*\**

Ron Elder called the meeting to order. September 24, 2020 minutes were read and approved.

Old Business:

- a. The Library director presented an order for the 2020 technology grant which purchases 4 new PAC's (public access computers) and one color copier/printer/scanner that has scanning/faxing/wifi printing capabilities.
- b. Library director presented statistics for the student library cards. As of November 18, 2020, there were 135 new student library cards and more applications were being processed.
- c. Employee Eryn Tolley will be returning to work on December 7th. At that time, Savannah will return to her regular schedule as will all other staff members.

New Business:

- a. It was brought to the board to reinstate patron Amber Smalley's status. She was unreliable due to having lost books. Patron paid the fines, however and her children have cards that have remained in good status thus far. The library board approved for her to be under a probationary period for three months. Upon the completion of three months of good checkout history, she will be completely reinstated to an active patron with full borrowing privileges.
- b. The library director presented an application to apply for a third grant from Southwest Electric Community for Change program. The library would be applying for four filing cabinets, \$300 worth of large print children/juvenile books, a new small shelf for the children's section preschool development items, and hanging file folders to organize all library files into the filing cabinet. The library board approved for the director to apply for this grant.
- c. Standards/Policies: Computer Usage Policy: It was discussed that some information needed to be updated on the computer usage and internet access policy. Information stating that double sided copies count as two pages, all items (even items the patron did not mean to or incorrectly) printed are to be paid, parents are responsible for items their child printed, and information about not having access to printers if there is a certain amount in fees on the patrons account. The board agreed for the director to revise the policy and it will be voted on at the next board meeting, in January 2021.

The financial report was given by the treasurer and it was noted that we are on the same page with spending as we were at this time last year. The regional library report was presented by Genny Carter.

Meeting was adjourned.