

**Hamlin Community Library
Board of Trustees Meeting
October 8, 2020**

Present: Jacky Gillette, Deborah Wheeler, Carol McManus, Cheryl Hope, Joan Condel, Lynn Scramuzza, Director

Absent: George Waters III, Duane Austin, Jamie DiLeo

Due to the absence of the President, Jacky Gillette called the Zoom meeting to order at 6:08 PM

Minutes: motion for the minutes to be approved as presented made by Carol McManus and seconded by Deborah Wheeler. **Motion carried**

Treasurer's Report: Jacky reported that the budget is in line, 75% projected and followed. Vanguard report is pending.

Government Committee Update: Deborah Wheeler stated that the description for a vice president be added to the by-laws. Once approved a vice president will be seated.

Protocol for recruiting new members will be added to the by-laws.

Conflict of interest will be reviewed by the committee and added to by-laws,

Beginning of the year all meetings will be placed in the newspaper, posted in the library and placed on the website. This does not need to be added to the by-laws.

A letter for Library Advocacy Day was sent by Deborah Wheeler to Senator Baker and Representative Peifer. See attached for the response from Senator Baker.

Board Resolution for the Wave of Standards: Lynn stated that a resolution was required and needed to be signed by George Waters III and Joan Condel. Since George was not available a motion was made by Carol McManus to have Jacky Gillette, treasurer, to sign in place of George. Seconded by Joan Condel **Motion carried**

Director's Report: Lynn reported that she applied for a grant from The American Library Association for Applied Digital Skills in the amount of \$1,000.00 and it was approved.

A grant from WLA NE District form PA CARES grant for \$1,000.00 was also received.

Lynn is reviewing winter hours for the library.

Holiday party for volunteers will not be held because of Covid-19. Looking at having a week where volunteers would have treats for the day. Lynn requested that board members try to come one day this week.

Physical Building and Grounds Report: Lynn reported that page Lydia has been doing some paintings on the library walls. Junior section was expanded with the addition of shelves.

WLA: no report. Deborah Wheeler has volunteered to attend future meetings.

Friend's: Carol reported that no contact has been made by the Friend's group. Suggested a letter be sent wishing them luck and giving a deadline for response. Checks keep arriving at the library and Carolyn Black has been picking them up.

A press release needs to be issued that the Friend's has disbanded and all contributions may be made to the library directly.

Possible letter to PCBL that the Friends are disbanding.

Agreed that a letter be composed and forwarded to Friend's as the next step.

Old Business: Lease for Little Creek needs to be re-examined. They now have a three-year lease and we may look at the possibility of a one-year extension. Also, no smoking needs to be added to the lease. The amount Little Creek pays is \$11,00.00 a year. The first lease was signed in 2015.

Elevator - Carol will research and find requirements. Need other quotes and an architect or project planner.

A meeting set for Wednesday, November 4th at 5:30PM to discuss our future plans.

New Business: Book sale to be held on Saturday, October 17 with a date to be announced for November.

Adjournment: Motion to adjourn made by Carol McManus and seconded by Deborah Wheeler.
Motion carried. Meeting adjourned 7:28 PM

Respectfully Submitted,

Joan Condell, Secretary